

JOINT SCHOOL COMMITTEE

Concord – Carlisle School Committee
Concord School Committee
Ripley Building
May 7, 2018

Present: Johanna Boynton, Chair, CSC; CCSC
Wallace Johnston, Vice Chair, CSC; CCSC
Robert Grom, Vice Chair, CCSC; CSC
Court Booth, CSC; CCSC
Heather Bout, CSC; CCSC
Melissa McMorrow, CCSC
Mary Storrs, CCSC

Present from Administration: Dr. Laurie Hunter, Superintendent of Schools, CPS & CCRSD
John Flaherty, Deputy Superintendent of Finance & Operations, CPS & CCRSD

I. CALL TO ORDER

Ms. Boynton called the CSC meeting to order at 5:32 PM and the CCSC meeting was then called to order by Mr. Grom. A motion was made by Ms. Bout, for both CSC and CCSC, seconded by Mr. Johnston, for both CSC and CCSC, that the CSC and CCSC would enter into Executive Session under Purpose 2 of the Open Meeting Law: To discuss strategy sessions in preparation for contract negotiations with nonunion personnel and 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 return to Open Session at approximately 6:30 PM. The motion passed by roll call: Johnston, aye (for both); Boynton, aye (for both); Grom, aye (for both); Storrs, aye; Bout, aye (for both); McMorrow, aye; Booth, aye (for both).

At 6:30 PM, Ms. Boynton called the CSC meeting to order and Mr. Grom called the CCSC meeting to order. Mr. Grom noted that the meeting was being recorded.

II. PUBLIC COMMENTS

None.

III. RECOGNITIONS

A. Outgoing School Committee Member Melissa McMorrow. Dr. Hunter noted what a huge support Ms. McMorrow has been in keeping them on track, also noting her eye for detail.

Ms. Bout shared several words to describe Ms. McMorrow, including: legal expertise, clear-headedness, insightfulness, detailed, calming.

Ms. Storrs noted how professional and even keeled Ms. McMorrow has been, noting how much she will be missed.

Mr. Grom stated how much time Ms. McMorrow has spent on public service and noted how even keeled she is. He also noted her input on the budget subcommittee.

Mr. Johnston stated that he wished they had more time to serve together, noting that Ms. McMorrow has always had the kids' best interest at heart.

Ms. Boynton shared a letter she had written to Ms. McMorrow, thanking her for her time, energy and commitment to the school committee. She noted her calm and thoughtful demeanor, knowledge and understanding.

Ms. Storrs presented Ms. McMorrow with a rose bush and Mr. Grom presented Ms. McMorrow with a monogrammed Concord-Carlisle jacket.

Mr. Booth echoed the words care and thoroughness to describe Ms. McMorrow and noted her genuine commitment to helping the SC if needed in the future.

Ms. McMorrow thanked everyone on the SC, noting the amount of mental energy involved in serving on the committee. She stated that she's learned something from every school committee member, noting that it's each individual's unique talents and strengths that make a school committee strong and effective. She also thanked Dr. Hunter and Mr. Flaherty as well.

IV. READING OF THE MINUTES

A. Open Session – Jt. Meeting – 4/9/18. A motion was made by Ms. Storrs, seconded by Mr. Johnston, to approve the joint meeting minutes from 4/9/18. Mr. Grom noted an edit to the spelling of Mr. Schlegel's name. Mr. Booth abstained from the vote. The motion was approved, as amended by the other SC members.

V. PRESENTATIONS

A. CCHS Campus Advisory Committee. Ms. Storrs presented the report of the CCHS Campus Advisory Committee dated May 7, 2018. She reviewed the charge, makeup and process of the committee. Kathleen Ogden Fasser, Community Member from Concord and member of the Campus Advisory Committee shared a graphic diagram of the campus, including: buildings, parking, zoning, wetlands, detention basins and the landfill area. Ms. Storrs stated they've acknowledged the current demand for parking, but noted the Campus Advisory Committee's note of caution to Administration in adding parking. She stated that they don't want parking to preclude any of the projects that they are going to discuss.

Ms. Storrs stated that one of their recommendations would be a Track and Field. She noted all of the limitations to students trying to use the fields at Emerson. She noted that the proposed location for the track and field is on the landfill site. Ms. Boynton questioned if the recommendations were in prioritized order and Ms. Storrs stated that they were not. Ms. Storrs noted that the track and field was a top priority for the landfill space. Mary McCabe, CCHS Teacher and Campus Advisory Committee member, noted that they decided that the best usage for the landfill would be a track. Ms. Fasser shared a visual of what 6 and 8 lane tracks would look like if it were constructed on the landfill area. She also noted that impact to the current skate park needs to be taken into consideration. Zander Kessler, CCHS student and member of the Campus Advisory Committee, noted the number of athletes on the track at the same time, stating that more lanes would be safer. Ms. McCabe stated that an 8-lane track could hold state meets and larger events, noting that there could be income potential. Ms. Storrs noted that if they were to host events like that as a result of the proposed ideas, they could need additional parking.

Ms. Storrs stated that another recommendation would be a Recreation Building, either an indoor ice rink or field house. She shared potential locations of the recreation building: the storm water detention basin and the upper fields (practice field would need to be relocated). Ms. Fasser noted that both locations would come with challenges. Ms. Storrs noted that they had many suggestions for potential activities that could occur in the field house. Ms. Boynton stated that having an indoor ice rink doesn't necessarily preclude an indoor field house space, noting that many ice rinks have indoor practice space when the ice is not in use. Ms. Bout asked what idea most people are clamoring for and Ms. Storrs stated that track has the most students, noting that there is a ground swell of support for a track. Mr. Grom stated that a hockey rink is a structure that would need to be supported by more than just a high school team. Ms. McMorrow asked if any pricing had been researched and Ms. Storrs stated that they got an estimate of \$1.2-1.7 million for the track, but that most of the RFI responses did not include pricing details.

Ms. Storrs stated an Outdoor Learning Commons is also on their list of recommendations to be considered. She stated that Rivers & Revolutions students had reached out to teachers on how they would use an outdoor learning space and teachers from every subject replied with unique ways to use an outdoor space. Ms. Storrs stated that since this space would have a small footprint, it could potentially be placed on more areas of the campus than could other possible ideas. She stated that the students would like to locate it south of the landfill area near the trees. Mr. Mastrullo noted that there is a spot near CCTV that would also be a good location for it. Ms. Bout noted her interest in connecting the students to the outdoors. Ms. Boynton noted that the outdoor learning commons built previously at Alcott could be a prototype. Mr. Booth questioned if classes are meeting currently outdoors and Mr. Mastrullo stated that many teachers are trying to bring the students out for different classes.

Ms. Storrs stated that another recommendation is a Pavilion, noting the Pavilion could be a larger space and be revenue generating, or could be just a smaller space. Ms. Storrs stated that the use of the pavilion would be different than the amphitheater because it would be covered.

Ms. Storrs stated that another recommendation is for a Garden with Greenhouse, noting that this is a more substantial structure. She noted that the club Weeds and Seeds is looking for gardening space. Mr. Mastrullo noted that many teachers and students would be interested in caring for the space. Ms. Boynton noted that most gardening work would require work over the summer. Ms. McCabe noted the shift of students studying farming/agriculture.

Mr. Booth noted his concern over the skate park, noting that those who use it consider it precious. Ms. Storrs stated that there was a lot of consideration given to it and there was a lot of disagreement on how well it is used. She noted that she feels it's an important community resource and they need to understand its usage. Zander Kessler stated that he and many of his peers feel it would be better used at the middle school level. Ms. Fasser noted that the pavement of the skate park is part of the permanent cap.

Ms. Bout asked if any climbing/obstacle course ideas were suggested and Ms. Storrs stated that they were not. Mr. Grom noted the interest in an outdoor Frisbee field. Ms. Boynton thanked Ms. Storrs and the Committee for all of their hard work on the report.

The SC discussed next steps, including prioritizing the recommendations, and Mr. Mastrullo stated that parking and the track would be top priorities from his perspective. Dr. Hunter noted that the permanent parking and track may take several years to complete, and suggested that they could work on an outdoor classroom space in the meantime. She also suggested having a possible building committee that could have oversight of the track or other projects. The SC discussed having an advisory committee, whether made of current Campus Advisory Committee members or new members, manage potential campus projects. The SC agreed to digest the information in the report and Mr. Grom stated that he would work on a change to the Advisory Committee's charge and bring it to the next meeting for discussion. The SC agreed to take the parking issue off the list and maintain parking as it's own separate project.

VI. CHAIRS & LIASONS REPORT

None.

VII. SUPERINTENDENT'S REPORT

Dr. Hunter stated that they had a very productive Strategic Planning session the previous week. She suggested slowing down on the evaluation rubric on the timeline for Cultural Proficiency, noting that they are proposing 1 years worth of Cultural Proficiency professional development for teachers. She also noted that it might make more sense to survey after the Jewish holidays in the fall to use the holidays as a culminating point to see how effective they have been. Ms. Bout stated that it makes sense to slow down for these reasons. Dr. Hunter stated that Mindfulness is moving forward and that they are looking at building level plans, noting that the teachers are highly energized. Dr. Hunter stated that she has been out in the schools over the last couple weeks and met with Concord Sustainable Energy to go over the parking situation. She stated that they are looking at a tool for social emotional data gathering in terms of Response to Intervention and are potentially looking into implementing a pilot in the fall. Dr. Hunter stated that they are cleaning out the space for the STEAM lab. Dr. Hunter stated that they are very excited about the new METCO Director, Andrew Nyamekye. She noted the great special education reorganization work going on in the schools, noting how thorough, thoughtful and specific the work is.

VIII. CORRESPONDENCE

Mr. Grom stated that they received an email expressing thanks to the Lacrosse Team's coaches and parents from Lincoln Sudbury and Concord Carlisle. He stated that they travelled to Dorchester to extend a rivalry as part of a Harlem Lacrosse Event.

IX. REPORTS FOR DISCUSSION

A. Draft RFP Legal Services. Dr. Hunter shared a sample RFP from another district and a draft RFP from MASCO. The SC discussed the drafts, agreeing upon changes that should be made for the District's RFP for legal services. Ms. McMorro noted that the RFP should be viewed as a request for information and suggested picking 10 firms to solicit based on who like districts use. She also recommended looking into who would be the lead counsel, noting the

importance of the relationship between the lead and the Superintendent. Ms. McMorrow also noted the importance of finding someone with bandwidth. Dr. Hunter stated that she would solidify the list and bring back an RFP at the next meeting.

B. CCHS Parking Update. Mr. Grom stated that there have been some meetings and discussions regarding parking, but that there is nothing conclusive to report. Dr. Hunter noted that they have been talking with the Town regarding bylaws and permitting processes around parking.

C. Facility Use Fees. Mr. Grom stated that they need to decide if they are going to lower the fee for the tennis court rental (currently \$25/hour), but also take a broader look at all of the fees. Dr. Hunter noted that the current fee charged by other local districts is between \$10-12/hour. Ms. Storrs questioned if the fee had been raised recently and Mr. Flaherty stated that the fee has not been raised recently, noting that it was the frequency and quantity of use from the organization currently requesting a decrease that was the concern. Ms. Bout and Ms. Boynton agreed that the fee could be lowered to the highest fee charged by other districts, but to also take a comprehensive look at all of the use fees. Mr. Flaherty questioned if the adjustment should be retroactive. Ms. Storrs noted her concern with the fact that it's a private organization charging students to play and the SC should not be viewed as subsidizing a private entity. Ms. Boynton noted that the charge came as a surprise to the organization and it wasn't a matter of them simply not paying. Ms. Storrs noted that after a comprehensive review, the tennis fee might actually increase above the original \$25/hour. Mr. Booth questioned if private organizations are given any parameters in using 100% of the facility resources over community users.

D. Superintendent Evaluation. Ms. Bout presented a draft of a survey to be sent to all staff and incorporated as part of Superintendent evaluation. She stated that the survey includes 12 questions and that it should be easy to synthesize once all of the data is received. She noted that it includes goals that the SC has for Dr. Hunter, as well as the Standards. Dr. Hunter noted that she spoke with both union leadership and they were glad with the survey. The SC reviewed the timeline for the evaluation process. Ms. Storrs questioned the "staff" that would be included in the survey and Dr. Hunter stated that it would be the professional teaching staff. Mr. Booth recommended including the Standards regarding each question on the survey and Dr. Hunter agreed that would be a good idea.

X. NEW BUSINESS

A. 2018-2019 School Committee Meeting Dates. The SC discussed the summer workshop and agreed to do a doodle poll to see what was best for everyone. They also discussed the need to make some CPS meetings Joint meetings. Dr. Hunter noted that the meetings tend to need to be Joint based on the systemic work that is going on in the District. The SC agreed to look at past meeting schedules to determine when joint meetings were added to inform the creation of the 2018-19 meeting dates.

B. Update Willard Capital Work. Mr. Flaherty stated that "Option C" has been recommended to them, which is a relocation of the septic field and incorporates a Presby system. He stated that this system provides for a cleaner effluent discharging to the soils and reduces the size and horsepower of the electrical pumps. He stated that this can be done without removing the old field, noting that there is no detriment to leaving the old field and that it can actually help with the drainage of the field. He stated that the price of this system ranges from \$110k - \$160k for construction and then an additional \$23-\$35k for design and permitting. Mr. Flaherty noted how disruptive the problem is for the school. Ms. Boynton recommended that the SC nod in agreement for Mr. Flaherty to move forward and develop a specification of work scope for an invitation to bid.

C. First Reading – School Committee Policies

- File EFD – Meal Charge Policy
- File IJND – Access to Digital Resources
- File IJNDB – Empowered Digital Use Policy
- File IJNDC – Internet Publication
- File IJOA – Field Trips
- File IJOB – Community Resources Persons/Speakers
- File IJOC – School Volunteers

- File IK – Student Progress Reports to Parents/Guardians
- File IKE – Promotion and Retention of Students
- File ILD – Student Submission to Educational Surveys and Research
- File IMG – Animals in School or on School Grounds
- File JICH – Alcohol, Tobacco, and Drug Use by Students Prohibited
- File GBEBD – Online Fundraising and Solicitations - Crowd funding

Dr. Hunter reviewed the changes/updates to each policy. The SC thanked Dr. Hunter for all of her work on the policies.

XI. ACTION ITEMS

A. Vote to approve CCHS Ultimate Frisbee Club Overnight Trip. A motion was made by Ms. Storrs, seconded by Ms. Bout, to approve the CCHS Ultimate Frisbee Overnight trip to Northampton, MA on May 26-27, 2018 with the condition that a signed district liability waiver (MIIA) from all participants. The motion was unanimously approved.

B. Vote to accept children of staff 2018-2019 (two at CPS and one at CCHS). A motion was made by Ms. Bout, seconded by Mr. Booth, to approve Ms. Sexauer's request to enroll her daughter and Mr. Kendall's request to enroll his son in the Concord Public Schools and that tuition be waived. The motion was unanimously approved.

A motion was made by Ms. Bout, seconded by Mr. Johnston, to approve Ms. Malone's request for her daughter to enroll in Concord-Carlisle High School and that tuition be waived. Dr. Hunter noted that this was a Carlisle teacher. The motion was unanimously approved.

C. Vote to approve contract Director of Finance and Operations. A motion was made by Mr. Johnston, for CCSC, seconded by Ms. Bout, and by Ms. Bout, for CSC, seconded by Mr. Grom, to approve the contract for the Director of Finance and Operations, Jared Stanton beginning July 1, 2018. The motions were unanimously approved.

D. Vote to approve changes to Facility Use Fee. A motion was made by Ms. Bout, seconded by Mr. Johnston, to change the facility use fee for the outdoor tennis court to \$12, which is the maximum of the local rates, with the caveat that a full review of all use fees will be completed in the fall/upcoming year and the fee may change again. Ms. Bout amended the motion to make it retroactive for FY18. Ms. Storrs was opposed to the motion. The motion was approved by the other SC members.

E. Vote to accept donation to Support Ripley Drinking Fountain. A motion was made by Mr. Johnston, for both CSC and CCSC, seconded by Ms. Bout, for both CSC and CCSC, to accept \$100 donation to support the Ripley Drinking Fountain. The motion was unanimously approved.

XII. ADJOURNMENT

A motion was made by Ms. McMorrow, for CCSC, seconded by Ms. Bout, and by Ms. Bout, for CSC, seconded by Mr. Johnston, to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 9:50 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 6/12/18

Abbreviations:

ACLU	American Civil Liberties Union
CASE	Cooperative Association for Special Education
CSC	Concord School Committee
CCSC	Concord-Carlisle Regional District School Committee
CMLP	Concord Municipal Light Plant
CPA	Community Preservation Act

CPC	Community Preservation Committee
CPS	Concord Public Schools
CCRSD	Concord-Carlisle Regional School District
CCHS	Concord-Carlisle High School
CHPS	The Collaborative for High Performance Schools
CSEC	Comprehensive Sustainable Energy Committee
CPW	Concord Public Works
CTA	Concord Teachers Association
DESE	Department of Elementary & Secondary Education
ELA	English Language Arts
FAAC	Financial Audit Advisory Committee
FINCOM	Finance Committee
FCCPF	Friends of Concord Carlisle Playing Fields
GASB	Governmental Accounting Standards Firm
MAAB	Massachusetts Architectural Access Board
MASC	Massachusetts Association of School Committees
MIAA	Massachusetts Interscholastic Athletic Association
NEASC	New England Association of Schools and Colleges
NESDEC	The New England School Development Council
NFPA	National Fire Protection Association
OPEB	Other Post-Employment Benefits
PEG	Public Education Government
RTI	Response to Intervention
SEPAC	Special Education Parent Advisory Council
SOI	Statement of Interest
SPED	Special Education
SWOT	Strengths, Weakness, Opportunities, Threats
YRBS	Youth Risk Behavior Survey