

C JOINT SCHOOL COMMITTEE

Concord – Carlisle School Committee
Concord School Committee
Ripley Building
May 21, 2018

Present: Johanna Boynton, Chair, CSC; CCSC
Robert Grom, Vice Chair, CCSC; CSC
Court Booth, CSC; CCSC
Heather Bout, CSC; CCSC
Mary Storrs, CCSC
Christine Lear, CCSC

Absent: Wallace Johnston, Vice Chair, CSC; 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 6:33 PM and the CCSC meeting was then called to order by Mr. Grom. Mr. Grom noted that the meeting was being recorded. Dr. Hunter requested that the Chair of the Concord School Committee call for the seating of the Concord-Carlisle School Committee and for the election of officers for the Concord-Carlisle School Committee, noting that other appointments could be made at that time if the Committees have worked out assignments. She stated that the appointments that require a vote, in addition to the Chair and Vice Chair of the School Committee, are the appointment of the Treasurer and Assistant Treasurer for the Region.

A. ORGANIZATION OF COMMITTEE

A. Seating of the Concord-Carlisle School Committee Members – CCSC. A motion was made by Ms. Bout, seconded by Ms. Storrs, to recognize Johanna Boynton, Wallace Johnston, Heather Bout, Robert Grom and Court Booth as Concord members and Mary Storrs and Christine Lear as Carlisle Members of the Concord-Carlisle School Committee. The motion was unanimously approved.

B. Election of Chair and Vice Chair for the Concord-Carlisle School Committee – CCSC. A motion was made by Ms. Bout, seconded by Ms. Storrs, to nominate and elect Robert Grom Chair of the Concord-Carlisle School Committee. The motion was unanimously approved.

A motion was made by Ms. Boynton, seconded by Mr. Grom, to nominate and elect Mary Storrs Vice Chair of the Concord-Carlisle School Committee. The motion was unanimously approved.

C. Appointment of School Committee Recording Secretary – CCSC. A motion was made by Ms. Bout, seconded by Mr. Booth, to appoint Erin Higgins as Recording Secretary. The motion was unanimously approved.

D. Appointment of Treasurer - CCSC. A motion was made by Mr. Booth, seconded by Ms. Storrs, to appoint Allison Brake as Treasurer of the Concord-Carlisle Regional School District. The motion was unanimously approved.

E. Appointment of Committee Representatives – CSC/CCSC.

1. Adult & Community Education Liaison. A motion was made by Ms. Bout, seconded by Ms. Storrs, to appoint Christine Lear as Concord-Carlisle representative to Adult & Community Education. The motion was unanimously approved.

2. EDCO Advisory Board. A motion was made by Ms. Boynton, seconded by Ms. Storrs, to appoint Dr. Laurie Hunter as representative to the EDCO Board of Directors. The motion was unanimously approved.

A motion was made by Ms. Bout, seconded by Mr. Booth, to appoint Johanna Boynton as Concord-Carlisle School Committee representative to the EDCO Advisory Board. The motion was unanimously approved.

3. Concord Finance Committee Observer. A motion was made by Ms. Bout, seconded by Ms. Storrs, to elect Robert Grom as School Committee observer to the Concord Finance Committee. The motion was unanimously approved.

4. CCTV Board of Directors. A motion was made by Ms. Bout, seconded by Ms. Storrs, to appoint Court Booth as School Committee representative to the CCTV Board of Directors. The motion was unanimously approved.

5. PEG Advisory Board. A motion was made by Ms. Bout, seconded by Ms. Storrs, to appoint Court Booth as School Committee representative to the PEG Advisory Board. The motion was unanimously approved.

6. Policy Subcommittee. A motion was made by Ms. Bout, seconded by Ms. Boynton, to appoint Mary Storrs and Court Booth to the Policy Subcommittee. The motion was unanimously approved.

7. Concord Select Board Observer. A motion was made by Ms. Bout, seconded by Ms. Storrs, to appoint Robert Grom as School Committee observer to the Select Board. The motion was unanimously approved.

8. CC at Play Observer. A motion was made by Ms. Bout, seconded by Ms. Storrs, to elect Wallace Johnston as School Committee observer to CC at Play. The motion was unanimously approved.

9. Youth Advisory Council. A motion was made by Ms. Bout, seconded by Ms. Storrs, to appoint Heather Bout to the Youth Advisory Council. The motion was unanimously approved.

10. Financial Audit Advisory Committee. A motion was made by Ms. Bout, seconded by Ms. Storrs, to appoint Wallace Johnston to the Concord Financial Audit Advisory Committee. The motion was unanimously approved.

11. LWV Education Committee. A motion was made by Ms. Bout, seconded by Ms. Storrs, to appoint Heather Bout to the LWV Education Committee. The motion was unanimously approved.

12. Comprehensive Long Range Plan Committee. A motion was made by Ms. Bout, seconded by Ms. Storrs, to appoint Wallace Johnston to the Comprehensive Long Range Plan Committee. The motion was unanimously approved.

13. SEPAC (Special Education Parent Advisory Council). A motion was made by Ms. Bout, seconded by Ms. Storrs, to appoint Christine Lear to the Special Education Parent Advisory Council (SEPAC). The motion was unanimously approved.

14. Carlisle BOS/Finance Committee Liaison. A motion was made by Ms. Bout, seconded by Ms. Storrs, to appoint Christine Lear to the Carlisle BOS/Finance Committee Liaison. The motion was unanimously approved.

15. CMS Facilities Subcommittee. A motion was made by Ms. Bout, for CSC, seconded by Ms. Boynton, for CSC, to appoint Heather Bout and Wallace Johnston to the CMS Facilities Subcommittee. The motion was unanimously approved.

Student representative, Jenny Li, stated that Band and Orchestra recently went to the MICCA Competition and received a Gold medal. She stated that the Band had their Pops concert on May 18th. She stated that Hoops for Heart and the Challenge Success groups ran a "Feel Good Friday" in April, noting that they raised funds for various heart diseases and raised awareness of school climate, wellbeing and stress. Jenny stated that the school musical, Guys and Dolls, was performed May 10th-13th, noting how fantastic it was. She stated that the Q5 program will begin in a few weeks and students are looking forward to it.

Student representative, Ariel Waldmen, stated that the CCHS Softball Team has been undefeated with a 10-win streak. She stated that the Girls Varsity Tennis team is also doing well and has been undefeated, except for Acton-Boxboro. She stated that the Track & Field Team had a very important meet called "The Twilight Meet" a few weeks ago, and noted how well CCHS did. She noted that the Track Team had a home meet today with 5 teams competing and also noted that they had a bittersweet senior night for the seniors last home meet. She stated that juniors and seniors have been very busy with AP testing, noting that seniors also have finals approaching with the last day of school on May 24th. Ariel noted what a huge success Prom was at the Danvers Yacht Club, noting that a related fundraiser that occurred raised over \$8,000 for Rosie's Place.

At 6:57 PM, a motion was made by Ms. Bout, for both CSC and CCSC, seconded by Mr. Booth, for both CSC and CCSC, that the CSC and CCSC would enter into Executive Session under Purpose 3 of the Open Meeting Law: To discuss strategy with respect to collective bargaining 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 7:00 PM. The motion passed by roll call: Boynton, aye (for both); Grom, aye (for both); Storrs, aye; Bout, aye (for both); Booth, aye (for both); Lear, aye.

At 7:11 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

1. Karlen Reed, 83 Whits End Road, Concord, MA. Ms. Reed stated that she was a member of the PEG Access Advisory Committee and thanked the SC for designating a SC member as a representative to the PEG Advisory Board, noting that they now have a quorum, allowing them to have their 1st meeting. She stated that their 1st meeting would be June 14th at 7:00 PM at the Concord Select Board Room.

III. READING OF THE MINUTES

A. Open Session – Jt. Meeting – 4/24/18. A motion was made by Ms. Storrs, seconded by Ms. Bout, to approve the joint meeting minutes from 4/24/18. Mr. Booth noted that his point in discussing fees was not regarding subsidies for a particular user, but rather the need on the SC's part that there's never a perception of private profit at public expense. The motion was unanimously approved.

IV. PRESENTATIONS

A. SEPAC. Carol Yelle, SEPAC President, presented on SEPAC, sharing its mission and board members and liaisons, noting what an active year it has been. She spoke about community engagement, including SEPAC workshops and outreach work, including marketing, newsletters, social media and liaison site visits. Ms. Yelle stated that SEPAC works in collaboration with the District and that they are in regular contact with Jessica Murphy, Director of Special Education. She noted that SEPAC is involved in PTG's and parent advisory councils. Ms. Yelle thanked the District for supporting the SEPAC's membership to the Federation of Children with Special Needs, noting that their membership provides a speaker for the Federation to come in and deliver the "Know Your Rights" workshop. She noted that one of the year's highlights was the SEPAC Appreciation Awards. She stated that the Coordinated Program Review for both CPS and CCRSD would be conducted over the 2019-2020 school year. Ms. Yelle stated that out of district processes and procedures is an area of importance and will be an area of focus for SEPAC in the upcoming year, noting that they will be having an open forum in September with Jessica Murphy. She also stated that, with the addition of the district wide self contained K1 classroom, they want to ensure that parents and caregivers are given periodic updates and that the teams are available for comments and observations to ensure that students' needs are being met.

Ms. Storrs noted all of the work the SEPAC has done throughout the year, noting the level of energy and involvement in the SEPAC Appreciation awards. Ms. Bout stated how impressed she is with the growth of the SEPAC over the last few years, noting her appreciation for their work on the budget. Ms. Boynton noted how comprehensive the SEPAC has become, noting what an amazing service it is. Mr. Grom noted the energy and organization of the SEPAC, noting that he was looking forward to their work in the upcoming year.

V. CHAIRS & LIASONS REPORT

Mr. Grom stated that Dr. Hunter and several SC members would be attending a meeting on Thursday, May 24th, with the Finance Committee to start the new fiscal year.

Ms. Boynton stated that the CCHS graduation would be on June 2nd at 11:00 AM, noting that the SC is invited.

VI. CORRESPONDENCE

Mr. Grom stated that they received a lengthy email from a student at CCHS regarding his endorsement of a track on the landfill site as well as his thoughts on parking, noting how impressive the email was.

Mr. Grom stated that the Center for American Studies reached out to the SC regarding cell phones and other hand held devices and their effects on students and the general population. He noted that he would continue to be in contact with the Center for American Studies.

Mr. Grom stated that they received a letter from Delia Kaye, Natural Resources Director, regarding ongoing drainage issues near the lower fields between the stadium and train tracks, noting that they are addressing the issues.

VII. OLD BUSINESS

A. Legal Services RFP. Ms. Bout questioned if firms could provide certain items on the list or if they need to be able to provide all and Dr. Hunter stated that firms typically respond with what services they are interested in providing. Mr. Flaherty noted that they would always have the ability to draw on any firms for particular issues. Dr. Hunter noted that she surveyed a number of local districts and that out of 8 superintendents, there were a total of 3 different firms. Ms. Storrs questioned if the RFP would be going out with a cover letter to provide more detail and personalization and Dr. Hunter stated that it would be. The SC agreed upon June 15th as a response date to the RFPs and agreed to firm up next steps at the June 12th SC meeting.

B. Campus Advisory Committee Next Steps. Mr. Grom stated that based on the last Joint School Committee meeting, that parking, a track and an outdoor greenhouse seemed to be priorities on the campus. Ms. Bout stated that the SC needs to decide which ones are priorities and then decide how to move forward, noting that she feels the 3 priorities are: parking, track and outdoor greenhouse/classrooms. Ms. Boynton noted that they've taken parking on as a separate issue to resolve, both short term and long-term solutions. Mr. Booth stated that they should incorporate long term parking solutions with longer-term looks at a track/outdoor space. Mr. Flaherty stated that a number of issues have been identified with the temporary parking area in terms of drainage, zoning and potential impact on the water conservancy district. He stated that due to these issues, the short term parking solution is now off the table. Mr. Flaherty stated that he agreed with Mr. Booth that looking at parking and next steps for the campus is part of a larger process. He stated that there is potential for a special town meeting in the fall, noting that they would need 2 town meetings to do anything substantial.

Ms. Storrs suggested that the rules for student parking be reviewed if no additional short-term spaces will be available by the fall. Dr. Hunter stated that they have a lot to discuss for the fall, agreeing that the long-term solutions need to be part of the bigger picture. She noted that there needs to be a short-term discussion as well as a long-term solution. Mr. Booth suggested that the sooner they identify changes for the next year, the better it would be. Ms. Boynton noted that there is limited space to consider for parking on the campus.

Ms. Bout stated that parking is one silo that needs short term addressing and a long-term solution. She stated that the track and outdoor spaces are priorities and that the track needs to have a group look into funding and process. She stated that the outdoor spaces should be an administrative effort. She suggested having a standing committee to help on campus related topics and to ensure that all campus groups are in communication with one another. Mr. Grom suggested discussing this type of committee at their August workshop. Ms. Storrs stated that committees shouldn't be formed until the SC decides which ideas are priorities to move forward on. Ms. Boynton stated that all of the ideas are competing for the same space and also noted that, in terms of the track, any large projects that have happened on campus occurred when a group of private citizens came forward with the funding. She stated that they are not in the position of determining what should go where, noting that the funding is a huge piece. Mr. Grom stated that the track team is the largest team at the high school, noting that if the SC were to give an indication that a track is a priority, then it would be easier to move forward.

Ms. Boynton noted that if they were to do a capital project, they would need to go back and look at the needs of the school community. Ms. Bout noted that she was under the impression that the track movement was ready to provide funding for a track. Mr. Flaherty stated that they need to find out what would get through the zoning and permitting process. He recommended that there be discussions with Carlisle about a special town meeting for a significant warrant article for parking that would include a provision for feasibility and engineering studies. He noted that an action committee could be formed to solve some of the issues. Dr. Hunter agreed that it's important to see what the viable options are. Ms. Storrs questioned how they would manage the scope of the priorities and noted that she doesn't want it to be a popularity contest, since there are vocal supporters of several of the initiatives.

Dr. Hunter stated that they need to better understand limitations and restrictions of the entire CCHS campus because it may drive the decisions more naturally and suggested meeting with the town officials to get more information. Ms. Bout suggested: 1) meeting with the town to get a better feel for what's possible and 2) getting community input. Ms. Boynton stated that she feels wary about spending time on projects that they don't have funding for and noted that they should be spending time on the parking issue since it is causing so much stress on families. Mr. Booth asked if they have looked into the exact number of additional parking spaces needed and Ms. Boynton stated that they need to be really precise in order to get to the next phase. Ms. Bout agreed that parking was top priority and noted that they could start to understand with the town what other options could be possible so they could see if a group would be interested in funding and driving a project. Mr. Flaherty noted that they would want to define options. Ms. Storrs noted her concern with groups moving forward with funding for specific projects without the SC defining priorities.

Mr. Booth stated that they need to decide what they are asking for in terms of parking by defining the minimum number of additional spaces and working on parking policies before moving forward with a plan. Ms. Boynton stated that she and Mr. Grom would bring back specific numbers on parking by the next meeting. Mr. Booth suggested using a demonstrated need for parking instead of broad class numbers. Mr. Grom noted that it would be difficult requesting a large number of parking spaces at Town Meeting.

C. Superintendent Evaluation Form 2018/DESE Superintendent Rubric. Ms. Boynton stated that the evaluations are due to her by June 5th so she can create the summative report for the meeting on June 26th. Dr. Hunter noted that the faculty survey closes on May 22nd and that she will forward the results to the SC members.

D. 2018-2019 School Committee Meeting Dates. Ms. Boynton noted that they added a few more joint meetings to the 2018-2019 SC meeting date calendar. The SC discussed several changes/additions to the calendar to be voted on later in the meeting.

E. Update on CCHS Parking. (Update given under B. Campus Advisory Next Steps)

VIII. ACTION ITEMS

A. Vote to approve CMS Wind Ensemble NYC Performance Trip. A motion was made by Ms. Bout, seconded by Mr. Grom, to approve the CMS Wind Ensemble NYC Performance Trip on April 27-29, 2019 with the condition that a signed district liability insurance waiver (MIIA) is received from all participants. The motion was unanimously approved.

B. Vote to approve the Three-year Contract for the Bus Drivers Association. A motion was made by Ms. Bout, for both CSC and CCSC, seconded by Mr. Booth, for both CSC and CCSC, to approve the three-successor agreement with the Bus Drivers Association. The motion was unanimously approved.

C. Vote to approve the 2018-2019 School Committee Meeting Dates. A motion was made by Ms. Bout, for both CSC and CCSC, seconded by Mr. Booth, for both CSC and CCSC, to approve the 2018-2019 School Committee Meeting dates, including edits discussed (add start time of 5:00 PM on July 24th; make June 11th a joint meeting; change last meeting from June 25th to June 18th). The motion was unanimously approved.

D. Vote to approve administrator paid vacation. Mr. Grom stated that unexpected factors caused the administrative team to be without 2 key administrators for an extended period of time. Dr. Hunter noted that the intention was that Mr. Flaherty would take all of his accrued vacation days, but that he was needed due to the absence of 2 administrators. She stated that the request was to pay Mr. Flaherty *up to* the 15 days and noted that they have

been managing the 2 absences without replacing them. A motion was made by Ms. Bout, for both CSC and CCSC, seconded by Mr. Booth, for both CSC and CCSC, to approve payment to John Flaherty up to 15 days vacation time for this year in order to fill in the staffing gaps that needed to be filled. The motion was unanimously approved. The SC thanked Dr. Hunter and Mr. Flaherty for keeping things running smoothly under extraordinary circumstances.

E. Vote acceptance of Cyrus Stow Bequest. A motion was made by Ms. Storrs, seconded by Ms. Bout, to accept the \$1,200 donation and publicly thank the Chair, Trustees of Town Donations in accordance with the 1878 bequest of Cyrus Stow. The motion was unanimously approved.

F. Vote to accept anonymous donation to CMS. A motion was made by Ms. Bout, seconded by Mr. Booth, to accept an anonymous donation to the Concord Middle School in the amount of \$100. The motion was unanimously approved, with thanks.

IX. ADJOURNMENT

A motion was made by Ms. Bout, for both CSC and CCSC, seconded by Mr. Booth, for both CSC and CCSC, to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 9:07 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