

JOINT SCHOOL COMMITTEE

Concord – Carlisle School Committee
Concord School Committee
Ripley Building
December 11, 2018

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

Present from Administration: Dr. Laurie Hunter, Superintendent of Schools, CPS & CCRSD
Jared Stanton, Director of Finance & Operations, CPS & CCRSD

I. CALL TO ORDER

At 5:48PM, Ms. Boynton called the CSC to order. Mr. Grom then called the CCSC to order, noting that the meeting was not being recorded. A motion was made by Ms. Bout, for both CSC and CCSC, seconded by Mr. Booth, for both CSC and CCSC, for the Concord and Concord-Carlisle School Committees to enter into Executive Session under 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 6:30PM. The motion passed by roll call: Johnston, aye (for both); Boynton, aye (for both); Grom, aye (for both); Storrs, aye (for CCSC); Bout, aye (for both); Booth, aye (for both); and Lear, aye (for CCSC).

At 6:32 PM, Ms. Boynton called the CSC back into order and Mr. Grom called the CCSC meeting back into order, noting that it was being recorded.

II. PUBLIC COMMENT

None.

III. RECOGNITIONS – CCHS Boys State Champion Cross Country Team. Steve Lane, Head CCHS Cross Country coach, noted that he was officially retired and introduced Mary McCabe, Assistant Cross Country coach, and the captains of the team. The captains noted how well the team worked together this year and Mr. Booth stated how proud the SC was of the team. Mr. Lane stated that there are typically 50 – 60 cross country athletes and 120 indoor and 150 outdoor track athletes. Dr. Hunter noted the poor conditions on the day of the race and one of the captains stated that the conditions were unlike anything he had seen in his 4 years of racing cross country.

Student Rep, Aliana Potter, stated that the men's basketball team has their 1st game on Friday and the men's hockey team has their Patriots for Patriots game against Lincoln Sudbury on Saturday. She stated that the Metamorphosis play was performed this weekend and went very well. Dr. Hunter noted that she attended the play and commented on how great it was. Aliana also stated that the Improv Club has a show on Friday night. Aliana stated that there is a Choral Collage tonight, which has a CCHS choral ensemble performance with selected CPS and CMS choir groups. She stated that Martin Espada presented his poetry last week during one of the blocks. Aliana stated that the Student Government is hosting a food drive in completion with Lincoln Sudbury, noting that the school that collects the most cans gets to put their jersey on the opposing schools principal during the Patriots for Patriots game.

IV. READING OF THE MINUTES

A. Open Session – Joint Meeting – 11/27/18. Ms. Bout noted an edit to the minutes. A motion was made by Ms. Storrs, seconded by Mr. Booth, to approve the joint meeting minutes from 11/27/18, as edited. The motion was unanimously approved.

V. CHAIRS & LIASONS REPORT

Mr. Grom stated that he attended the Concord Select Board meeting and the Concord Finance Committee meeting. He stated that the Town's guideline numbers are still apart, noting that the final numbers would be provided on Monday.

VI. SUPERINTENDENT'S REPORT

Dr. Hunter stated that she's been focused on special education over the last few weeks and, with the leadership team, has been reviewing processes and operational procedures. She stated that she is working with CTA on the evaluation process, noting that they are opening up a new dialogue on making the process beneficial and constructive, focused on growth. Dr. Hunter stated that she presented, along with Principal Cameron and two CMS teachers, at the MASS conference entitled "Social Emotional Learning: Advancing Cultural Proficiency". She stated that they conducted an ALICE drill at both CMS buildings and that she would be talking with Officer Camilleri and elementary principals on the role of ALICE in K-5. She noted that the leadership team has completed a review of an updated emergency plan. Dr. Hunter stated that the budget presentations last week included the Concord Finance Committee and Concord Town Meeting Preview. She stated that she attended a middle school reconfiguration and schedule meeting, noting the great work that Justin Cameron and the consultant are doing. Dr. Hunter stated that she would be focused on instructional engagement, innovation and integration during the months of January and February, noting that she's been in contact with Apple's educational consultant. She stated that she met with Jeff Perrotti, from DESE Safe School division, on supporting student needs related to gender and sexual orientation, noting how informative and powerful the discussion was. Dr. Hunter stated that she has meetings scheduled with the Concord Ed Fund and SEPAC the following week. She stated that she met with a representative of the Concord Climate Action Network and is convening a Sustainability Advisory Committee in January. She also stated that she met with the Concord Pollinator Health Advisory Committee this morning.

Ms. Boynton questioned what the Sustainability Advisory Committee would look like and Dr. Hunter stated that it would be a combined committee of staff, parents, teachers, students and community groups that would be a sounding board for issues. She noted that behavioral changes are the most daunting aspects of sustainability.

VII. CORRESPONDENCE

Mr. Grom stated that he received a very detailed email from a Concord resident on the CMS and CCHS campus issues.

VIII. REPORTS FOR DISCUSSION

A. Campus Oversight Subcommittee: Gale. Dr. Hunter applauded the efforts of Gale Associates for their level of effort and energy with such an aggressive timeline. She noted that the final report is due at the end of January. Maggie Laracy, Project Engineer at Gale Associates, and Sal Canciello, Principal from S3 Design, Inc., presented on feasibility options for the CCHS campus. Ms. Laracy shared 3 different schematic layouts, noting that each included reconstruction of the access road, an amenities building, and a parking lot; Option A included: a 6-lane track with an 8-lane straightaway, a natural turf field in the center, a 125 space parking lot, and an amenities building, noting that the skate park would have to be moved. Dr. Hunter noted that there are options around the campus to relocate the skate park. Ms. Laracy stated that Option B included: the same road component, an amenities building, a smaller parking lot of 80 spots and a field house with 1 ice rink and 2 multi purpose areas, noting that the skate park can remain in the existing location. She stated that Option C is similar to Option B, but that the field house would contain 2 sheets of ice and the same size parking lot, with the skate park remaining in the existing location.

Mr. Canciello shared a schematic for the amenities building, noting that the restrooms would be away from the concessions. He also noted that they would need to get a waiver from the state plumbing board on the bathrooms for the 50% reduction. He also shared and reviewed schematics for a field house/rink as well as a field house with a 2nd rink.

Ms. Laracy shared costs for each project: access road reconstruction (included in Options A, B & C) - \$1million; Option 2 amenities building - \$1.1 million; 6 lane track with natural turf field and irrigation - \$1.6 million; parking lot for the track (125 spaces) - \$486,000; 80 space parking lot for the field house - \$323,000; site irrigation to install a new well near lower baseball fields and install irrigation throughout green areas on campus- \$257,000; 1 sheet of ice field house - \$19 million; field house with 2 sheets of ice - \$22 million; outdoor learning center - \$275,000. Ms. Storrs questioned if the cost estimates included the unique requirements of the campus, such as all of the drainage issues and landfill. Mr. Canciello stated that they looked at construction cost indexes and previous projects and used mid-range numbers, noting that sub bids drive the costs on things like the amenities building. Ms. Bout questioned if the numbers took into

account the drainage issues and the cap. Ms. Laracy stated that it is accounted for price wise, noting that they were conservative with the numbers.

Dr. Hunter noted that she has spoken with Chris Whelan, Elizabeth Hughes, Marcia Rasmussen and that Mr. Stanton and Mr. Schlegel had spoken with the Water Department regarding the drainage issues, noting that all of the groups want to support the District in these projects. She stated that Chris Whelan is very supportive of consideration of going back to the 22% impervious surface percentage, noting that it would require a special permit from the Planning Board. Mr. Schlegel stated that the Water Department's concerns were around sustainability and making sure the water supply was not impacted. Mr. Grom questioned if drilling wells was discussed and Mr. Schlegel stated that they were and involved a permitting process. Ms. Boynton stated that runoff is a common concern, noting that they need to ensure this is included in the cost estimates. Ms. Laracy stated that it was included in the cost and was not unlike other projects they have been involved with.

Mr. Grom questioned the outdoor learning center and Ms. Laracy stated that it was a design-to number that was discussed and Dr. Hunter noted that they told Gale not to focus on the learning center too much. Ms. Boynton questioned if there were savings involved if they were to do the parking and paving at the same time and Ms. Laracy stated that there would be savings due to one mobilization. Mr. Canciello stated that the numbers provided were separate costs and if anything were grouped together, there would be some savings. Ms. Storrs noted that she did not see lights included in the parking lot estimate and Dr. Hunter stated that this was because of the cap discussion. Ms. Boynton noted that there were areas in the parking lot that were not in the cap and could possibly have lighting placed there. Mr. Booth questioned if there were incentives for highly efficient lighting and Ms. Laracy stated that, in terms of athletic field lighting, LED lighting costs have decreased, noting that lighting along the roadway would match the LED lights that are currently there.

Ms. Bout questioned if they were to do the paving and parking, would it prevent them from creating a track down the road and Ms. Laracy stated that it would not prohibit them. Dr. Hunter noted that the chief engineer, John Perry, would be attending the meeting next week to answer further questions.

Ms. Laracy stated that the impervious surface is 20.23% and that in 2012, the permanent surface was 18.93%, noting that the bylaw allows 15%. She stated that the previous high school building had 22%. She shared impervious surface numbers for each option: Option A – 21.99%; Option B – 20.92%; Option C – 21.04%. Dr. Hunter noted that the as-builts have been agreed on with CC at Play, noting that there is a little over 4,000 square feet available. She stated that this would allow the shed to be built, leaving about 2,400 square feet, that could be used, in theory, for an amenities building. Ms. Boynton thanked Ms. Laracy and Mr. Canciello for providing this information sooner than they had originally expected to. Mr. Booth questioned if there were any big questions pending and Ms. Laracy stated that there were not. Ms. Lear and Ms. Bout questioned the line item for site irrigation and Ms. Laracy stated that it included irrigation of the lower baseball fields and was totally separate from drainage of the roadway/parking.

IX. OLD BUSINESS

A. FY20 CCRSD Budget. Mr. Stanton stated that in order to get to the Concord FINCOM guideline of 4.44%, they would need to reduce the budget by \$221,924 from the Superintendent's recommended budget. He stated that all of the revenue would stay the same, but OPEB would be reduced by \$221,924, noting that this would reduce the assessments: Concord's new assessment would be \$850,000 and Carlisle's would be \$350,378. Ms. Boynton noted Carlisle's concern for managing the previous recommended increase as well as the fact that E&D levels impact the Moody's bond rating more than OPEB.

B. FY19 CCHS Campus Project Updates. Mr. Schlegel stated that the engineering firm is putting together a bid package, noting that DLW is working on a bid for the theatre spray booth ductwork change and science lab mixing valve change.

C. Virtual School Days Proposal. Dr. Hunter shared a conceptual proposal of virtual school days. She stated that all students would have common assignments by school or grade level, noting that there will be virtual professional development opportunities for faculty and support staff. She recommended 2 pilot days: the 3rd snow day and 6th snow day. Dr. Hunter stated that the next steps included: determining content, communicating with parents/students, formally voting the plan, submitting to DESE and reviewing the pilot. Dr. Hunter noted that they do not have to hear

back from DESE in order to implement. Mr. Johnston questioned what the ideal number of virtual snow days would be and Dr. Hunter stated that it requires more discussion to determine. He also questioned the impact of snow days on AP students and Dr. Hunter stated that this is why they haven't gone past the proposed 2-day pilot. She stated that she would bring more information in January. Mr. Booth questioned how the work would be delivered to the students and Dr. Hunter stated that it would be online for high school and middle school students and that the elementary students would have a mix of things, noting that they would have a week to complete and submit work.

D. FY20 CCRSD Warrant Articles. Mr. Stanton shared a draft of warrant articles for the budget and capital projects. Dr. Hunter noted that in conversations with the town, they have received feedback that the town would like to see an amenities building with bathrooms still being considered, but does not necessarily need to be included in this cycle.

The SC reviewed the list of projects included in Gale's estimates and Ms. Bout stated that they need to keep in mind all that they are asking of the Town of Concord, noting the possible middle school request. Dr. Hunter noted that MSBA has not invited them into their subsidy program for a new middle school. She stated that they continue to be included in the upper half of need, but have not been included in the upper small percentage that has been invited in for funding, noting that they have not been invited 2 years in a row. She stated that they would need to discuss moving forward without MSBA support. Ms. Bout noted that if they were to move forward with a feasibility study for a new middle school, this could potentially impact what they request for CCRSD warrant articles as well. Mr. Johnston noted that they would be doing a feasibility study in the anticipation of building with Concord funds. Ms. Storrs questioned if they feel the middle school building is a higher priority than the high school projects and Ms. Boynton stated that it was higher than many of them. Ms. Bout stated that paving and lighting are items that they have an obligation to do and is a priority. Ms. Storrs noted that she doesn't want to put any articles before Town Meeting that they don't feel could pass. Ms. Bout stated that if they were to move forward with an article for a feasibility study, it would be a placeholder so they could use the next 4 months to get support from the community. Mr. Johnston stated that they need to get more information on the risks of operating both middle school buildings and costs of maintaining both buildings. Mr. Booth stated that the amenities building, access road, parking and paving are necessities to finishing the high school project. Ms. Bout stated that a feasibility study for a new middle school should be a higher priority than an amenities building at the high school.

Mr. Johnston stated that parking at the high school is a distraction to the administration and detracts from the education of the students, noting that he would put parking at the top of the list. Ms. Boynton noted the amount of stress the parking situation puts on students and that their job is to advocate for the students. She stated that there could be some economies with doing the paving and parking at the same time. Mr. Johnston questioned if they were to split the paving and parking into 2 articles, could they be bid as one and Mr. Stanton stated that they could be bid as 1. Ms. Lear stated that if they put forward a warrant for a feasibility study, she feels the parking and paving would never happen at the high school.

The SC agreed that the parking and paving were the top priorities for this year for CCRSD and discussed having them in 1 article or 2 separate articles. Ms. Storrs noted her concern with not having these articles pass due to the feasibility study article and recommended not putting articles forward for paving or parking. Ms. Boynton stated that the articles would be in the best interest of the students. Mr. Johnston stated that if they believe paving and parking is a strong need, their responsibility is to advocate for these things. Dr. Hunter stated that she fears not putting an article in and then not moving forward with the middle school, noting that the articles are placeholders. She recommended moving parking and paving as 1 article.

X. NEW BUSINESS

A. Draft 2019-2020 Calendar. Dr. Hunter shared a 2019-2020 draft calendar from the Calendar Committee. She noted a professional development day in January for grades 6-12 that lines up with an early release for the elementary schools. She noted that the calendar follows the same patterns of other years. She noted that there are challenges to having multiple conference days and that they are looking into syncing up the conference days in future calendars. Dr. Hunter stated that the calendar was shared with Carlisle Superintendent Jim O'Shea.

B. First Reading – School Committee Policies

- File JFABC – Admission of Transfer Students

- File JFABD - Homeless Students: Enrollment Rights and Services
- File JFABE – Educational Opportunities for Military Children
- File JFABF – Educational Opportunities for Children in Foster Care
- File JFBB – School Choice

Dr. Hunter reviewed the above policies, noting that most of the changes were due to legislative requirements.

XI. ACTION ITEMS

A. Vote to approve School Committee Policy File IMB – Teaching about Controversial Issues/Controversial Speakers. Dr. Hunter stated that the updated policy has a more balanced approach, noting that the intent of the policy did not change. Ms. Storrs noted that Dr. Hunter’s conversations with the staff were critical. A motion was made by Ms. Bout, for both CSC and CCSC, seconded by Mr. Johnston, for both CSC and CCSC, to approve School Committee Policy File IMB – Teaching about Controversial Issues/Controversial Speakers. The motion was unanimously approved.

B. Vote FY20 CCRSD Budget. A motion was made by Ms. Boynton, seconded by Ms. Bout, to approve the adjusted budget for FY20 CCRSD of \$34,687,733. The motion was unanimously approved.

Mr. Grom announced that he would not be standing for reelection to a 2nd term on the SC due to personal reasons, noting how much he has enjoyed working with the SC over the years. Ms. Bout stated that they were disappointed to hear this.

XII. ADJOURNMENT

A motion was made by Ms. Bout, seconded by Ms. Storrs, to adjourn the CCSC meeting. The motion was unanimously approved and the CCSC meeting adjourned at 9:04PM.

CONCORD SCHOOL COMMITTEE

XIII. REPORTS FOR DISCUSSION

A. FY20 CPS Budget. Mr. Stanton stated that the Superintendent’s budget is 2.99% over the guideline, \$39,390,163. He stated that the Concord FINCOM guideline as of November 29, 2018 was 2.61%, noting that the delta is \$143,268. Dr. Hunter noted that there was a contractual double step increase and they are doing more in house special education work, noting that trimming the budget would cut into this work. She also stated that the preschool tuition for regular education students would be coming to CPS to subsidize the teaching staff. She recommended remaining at the 2.99%. Mr. Booth noted that there are no new initiatives and that the revolving fund doesn’t change the spending commitments. Ms. Bout agreed, noting that cutting the budget would be a bad idea financially and would cost more in the long run. She recognized Mr. Stanton’s work on the zero based budget, noting that bringing it in at 2.99% with a double step was unheard of. Mr. Johnston echoed Ms. Bout’s comments, noting the exhaustive process of the zero based budget. He stated that coming in at under 3% was admirable. Mr. Grom concurred and thanked Dr. Hunter and Mr. Stanton on an exceptional and sustainable budget. Ms. Boynton noted that they had promised to start from scratch with the budget and build it back in a responsible way and that’s just what they did. She stated that the 2.99% was very lean and responsible, noting the double step included.

B. CMS Facility Update. Ms. Bout stated that the update from the MSBA is disappointing and that the Facilities Planning Committee has asked what they can do to move forward with the high priority of replacing the middle school facility. She stated that Willard was built without MSBA funds, noting that there can be advantages to designing their own way. She stated that the biggest question is how long they wait and how much money do they continue to put into the current buildings. She stated that they need to have a full community discussion and submit a warrant article as a placeholder in the meantime, noting that they would need to do a lot of legwork and research. Mr. Grom stated that it’s a discussion that they need to have and creating a placeholder makes sense, noting that it’s the residents who will make the final decision. Mr. Johnston stated that they need to go through the process to decide whether or not to move the article and that they need to have the discussion with the community. Mr. Booth stated that the question is to move now or a year from now, due to the other needs in the MSBA pool. Ms. Bout noted that if they do move forward, it doesn’t preclude them from continuing to apply to MSBA. Mr. Johnston noted his concern with putting it off another year due to the risk factor of the condition of the current buildings, stating that they need to give the community the

opportunity to decide. Ms. Boynton stated that she feels they need to do their due diligence in providing information to the community. Mr. Stanton stated that he spoke with other districts, under the guidance of MSBA, and that \$1.5 million was the average amount for a feasibility study, including OPM. Ms. Boynton also noted that items that the community may feel important in a middle school might not be financed with the MSBA, noting that they would have more flexibility on their own.

Ms. Bout stated that there would need to be a lot of engagement over the next few months, noting that she would be willing to take charge. Mr. Johnston stated that it would be helpful to have an overview of the process by next week's meeting.

C. CPS FY20 Warrant Articles. Ms. Boynton reviewed the articles and the SC agreed to put the budget article to a vote. She stated that they would consider a vote and number for the feasibility study for the next meeting. She stated that the capital article is \$900,000 and Dr. Hunter noted that it's focused on the phone system and aesthetic work at the middle school buildings. Dr. Hunter stated that the article regarding Establishing Use of School Property Fund was more of a housekeeping piece, noting that they haven't had a vehicle to collect the rental fee. She noted that they haven't been collecting \$15,000 annually and they need a Town Meeting to establish the revolving account.

D. Preschool Tuition Revolving Account. Dr. Hunter stated that DESE regulation allows creation of an account to intake funds to offset direct costs when tuitions are involved. She noted that this would not involve retroactive funds, but would be going forward from July 1, 2019 and would be used to subsidize preschool salaries.

XIV. ACTION ITEMS

A. Vote to create Preschool Tuition Revolving Account. A motion was made by Mr. Johnston, seconded by Ms. Bout, to establish, on July 1, 2019, a pre-school revolving account in accordance with Massachusetts General Laws Chapter 71 Sections 26A – 26C. The motion was unanimously approved.

A. Vote FY20 CPS Budget. A motion was made by Mr. Johnston, seconded by Mr. Booth, to approve the FY20 CPS budget of \$39,390,163. The motion was unanimously approved.

Mr. Booth noted Mr. Grom's announcement, stating how wonderful it has been to have Mr. Grom at the helm.

XV. ADJOURNMENT

A motion was made by Ms. Bout, seconded by Mr. Johnston, to adjourn the CSC meeting. The motion was unanimously approved and the CSC meeting adjourned at 9:49 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 1/22/19

Abbreviations:

ACLU	American Civil Liberties Union
CASE	Cooperative Association for Special Education
CEF	Concord Education Fund
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

CCACE	Concord-Carlisle Adult & Community Education
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
EOYR	End of the Year
FAAC	Financial Audit Advisory Committee
FINCOM	Finance Committee
FCCPF	Friends of Concord Carlisle Playing Fields
GASB	Governmental Accounting Standards Firm
LLI	Leveled Literacy Intervention
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
OPM	Owner's Project Manager
PEG	Public Education Government
RTI	Response to Intervention
SEPAC	Special Education Parent Advisory Council
SOI	Statement of Interest
SPED	Special Education
SRO	School Resource Officer
SWOT	Strengths, Weakness, Opportunities, Threats
YRBS	Youth Risk Behavior Survey