

JOINT SCHOOL COMMITTEE

Concord – Carlisle School Committee
Concord School Committee
Ripley Building
October 23, 2018

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

Absent: Wallace Johnston, Vice Chair, CSC; CCSC

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

I. CALL TO ORDER

Ms. Boynton called the CSC meeting to order at 6:31 PM and Mr. Grom then called the CCSC meeting to order. He noted that they were being recorded.

II. PUBLIC COMMENTS

None.

Student Representative, Ariana Potter, stated that they recently had an activity fair for new freshman to sign up for different clubs, noting that they designed a new club brochure to display all of the club offerings. She stated that they hosted a winter sport fair on Friday, noting that they sold stickers to raise money for the Lawrence and Andover communities recently affected by the gas fires. She stated that they are working on the Spirit Assembly, noting that it takes place on the half day prior to Thanksgiving. She stated that they hosted the freshman dance, noting that they had over 200 attendees and noted that the Pink Dance, part of the Kicks for Cancer event, made over \$3,500. Ariana stated that they are also working on the Thanksgiving luncheon, which will occur on the Saturday before Thanksgiving. She stated that senior citizens from Concord and Carlisle are invited to attend a traditional Thanksgiving meal served by CCHS volunteers. She stated that the Girls Soccer team is undefeated and that Girls Soccer, Boys Soccer and Girls Field Hockey teams had their senior nights this past week. She stated that the Cross-Country team had their DCL meet today and the Varsity Cheerleading team has their first competition this Sunday. She stated that the Football team made it to the playoffs. She noted that the Japanese exchange students would be arriving the following week and that there will be a plaque installed to commemorate a 25 year partnership with the sister school in Nanae.

Student Representative, Gabby Bracer, stated that they are trying to raise awareness of the smaller things that are happening around CCHS. She noted that they try to post events and happenings on Instagram as often as they can.

III. RECOGNITIONS

Dr. Hunter introduced Mike Germond from Willard, Tim Gaudreau from Alcott and Roseanne Swain from Thoreau.

Mr. Gaudreau shared a picture of Alcott's Flag Wall, noting that it was part of a Cultural Competency project. He stated that the Alcott gym was lacking diversity so he worked with ELL teacher, Emily Ferrara, to determine how many countries were serviced, noting that 23 were represented by the students. He also stated that they reached out to teachers as well to see what countries they identified with in addition to the 23. He stated that 72 flags are represented in the gym now and noted how they display the values of uniqueness and diversity.

Mr. Germond stated that his goal was for the students and teachers of Willard to celebrate each other's diverse heritage and differences. He stated that they too, loved the idea of a heritage wall and began the process of collaborating with the ELL teacher, Cheryl Brandwein, to determine which countries the ELL students were from. He stated that they also

reached out to the staff and added those flags to the wall as well. He stated that the teachers had great discussions with their students about heritage. He stated that they are currently at 39 flags and shared a picture of the heritage wall at Willard. He noted the students' pride in the flags.

Ms. Swain, on behalf of Beth Murphy and herself, stated that the PALS program began at Thoreau last year. She stated that it's designed to enrich the education of students who may speak another language at home. She thanked the Concord Ed Fund for making it possible, the SC for their support and Mollie Hurley, ESL teacher, for being instrumental in getting the program running. She stated that the program meets bimonthly before school and is for students who don't speak English at home. Ms. Swain stated that they created activities that would engage the students in language and vocabulary, noting that they are age appropriate. Ms. Swain shared some examples of positive feedback on the program from the students that Ms. Hurley had received. She stated that it was a chance for students to connect with other children in the school.

IV. READING OF THE MINUTES

A. Open Session – Jt. Meeting – 9/25/18 and CPS Meeting – 9/11/18. A motion was made by Ms. Bout, seconded by Mr. Grom, to approve the CPS meeting minutes of 9/11/18. The motion was unanimously approved.

A motion was made by Ms. Bout, seconded by Ms. Storrs, to approve the joint meeting minutes from 9/25/18. Mr. Grom noted a correction under the Chairs & Liaisons report. The motion was unanimously approved, as edited.

V. CHAIRS & LIAISONS REPORT

Mr. Booth acknowledged the 2 volunteer groups, and in particular Martha Hammer and Nicole Bloomfield, for re-vamping the CCHS community service portal.

Ms. Bout stated that there was a Budget Subcommittee meeting, noting that Mr. Stanton reviewed the budget structure in detail.

Ms. Lear stated that the Adult & Community Education is having their program, The Defamation Experience, on November 7th at Alcott, noting that there were still seats available. She noted that they would be having a meeting the week following the event for people to discuss their experience with the program.

Mr. Grom stated that Ballot Question 3 is about transgender antidiscrimination and urged everyone to consider the question. He stated that he attended the Effective Governance workshop on Saturday at the Town Hall in Concord. He stated that they are working on getting the budgets approved, noting that they had a very effective meeting last Thursday at which Dr. Hunter and Mr. Stanton presented. He noted that the overall sentiment at the meeting was very positive. Mr. Grom stated that the Concord Select Board announced the 7 candidates for the Town Manager Search Committee, noting that 2 Select Board members would join the candidates. He stated that the League of Women Voters recently met and discussed civics and Dr. Hunter noted that League members were in the 8th grade classrooms with the kids and shared early history of the right to vote with the students. He noted how powerful the activity was and thanked the League for their support.

VI. SUPERINTENDENT'S REPORT

Dr. Hunter stated that she is reconvening the School Safety Committee, noting that they will meet 4 times this year: November 8th, January 24th, March 7th and May 16th. She stated that there is representation from all of the schools, administrators, parents and both resource officers. Dr. Hunter stated that they are close to finishing the budget and thanked the leadership team for all of their work. She stated that she presented to the Rotary Club of Concord and shared a portion of the Strategic Plan with them. Dr. Hunter stated that they notified CASE that the Sanborn classrooms would not be available next year. She noted that there is a proposed meeting of leadership from Concord and Carlisle Boards, noting that they hope to continually bridge their communications.

VII. CORRESPONDENCE

Dr. Hunter stated that after speaking with Carlisle's Superintendent, Mr. O'Shea, Carlisle is not looking to participate in Clear.Gov. She stated that she spoke with the Clear.Gov representative regarding cost for CPS and CCRSD and that the \$7,500 cost was the number for a midlevel enrollment for CPS, CCRSD and Carlisle schools. She stated that removing Carlisle from the quote does not decrease the price since they still fall within a midlevel range. She stated that the

\$7,500 cost would be split between CPS and CCRSD, but that she questioned the high cost. Ms. Storrs questioned if Superintendent O'Shea is aware that the price is the same with or without Carlisle and Dr. Hunter stated that he did not, since she just found out the information prior to the meeting. Dr. Hunter noted that the 15% discount due to The Town of Concord's subscription with Clear.Gov is already reflected in the \$7,500 price. The SC discussed how they could use the data from Clear.Gov should they subscribe to it and Dr. Hunter stated that it may be a tool to facilitate the benchmarking conversation more effectively. She noted that it might allow them to discuss the outcomes and responses instead of talking about how they are collecting the data. Ms. Storrs stated that it did not seem like a lot of money for a year for something they would use and Dr. Hunter noted that if they pay for it, they would prioritize using it as a resource. The SC nodded in favor of Dr. Hunter moving forward in subscribing to Clear.Gov and Dr. Hunter stated that she would contact Superintendent O'Shea regarding the fact that the price is the same including/not including Carlisle.

VIII. REPORTS FOR DISCUSSION

A. 2018 MCAS and Accountability Report. Kristin Herbert shared the 2018 MCAS and Accountability Report. She stated that the ranking of 1-5 is no longer used. She stated that the MCAS is no longer just looking at academic achievement, but that it now also encompasses absenteeism; drop out rates as a state, and ELL achievement. She stated that CPS and CCRSD are grouped into 2 camps: non-high school (Alcott, Thoreau, Willard and CMS) with accountability measures including: achievement, student growth (only in MA), English language proficiency and additional indicators (chronic absenteeism) and high school with accountability measures to include: achievement, student growth, high school completion, English language proficiency and additional indicators (% of 11th and 12th graders completing advanced coursework/AP).

Ms. Herbert noted that the English language proficiency indicator is new and that they look at proficiency overall, noting that they are doing quite well. She reviewed the weighting of accountability indicators for non-high schools, stating that achievement was weighted at 67.5%; student growth at 22.5%; additional indicators at 10%. She stated that the weighting of indicators in high schools was meant for other school systems that have a high drop out rate.

Ms. Herbert reviewed the normative component and noted that they are looking at a new cohort of students, which includes the lowest performing 20% of students. She stated that due to the change of tests being given, comparison data is not available. She reviewed the criterion-referenced component, noting its importance since it measures against the MA State curriculum frameworks. She noted that they are much more rigorous than they used to be. She stated that there are points given based on hitting achievement targets: 4 points for exceeding target; 3 points for meeting target; 2 points for improving; 1 point for no change; and 0 for declining. She reviewed the non-high school calculations, noting that CPS is meeting all of the targets. She then reviewed the high school calculation, noting that they are partially meeting targets, due to the subgroup chronic absenteeism points.

Ms. Herbert stated that the schools would be categorized into 3 areas this year: schools requiring assistance, schools not requiring assistance and schools of recognition. She stated that CMS and CCHS were in partially meeting targets, Alcott and Thoreau were meeting targets and Willard was a school of recognition. She then shared the same data in percentile form as well as achievement by subject by school. She stated that the teachers are using the data to inform instruction. Ms. Herbert reviewed the categorization of districts, noting that CPS is in the meeting targets category and CCHS is in the partially meeting targets category.

Ms. Bout asked how long term illness impacts absenteeism and Ms. Herbert stated that it was measured as a whole group, as well as sub group. Dr. Hunter noted that the Commissioner is asking for feedback on the absenteeism formula and that he's working on pieces of the formula.

B. School Improvement Plans: CCHS, CMS, Alcott, Thoreau, Willard. Sharon Young, Alcott Principal, stated that they organized their improvement plans by listing strategic objectives and initiatives. She stated that they are focusing on the Tier 3 level at Alcott for students with intensive needs. She stated that they would be participating in Lucy Calkins' professional development, common assessments around K and 1 and innovative interdisciplinary units in grades 2-5. She stated that, in terms of the well-being objective, they are focusing on the social/emotional needs of Tier 1 students. She stated that they are making sure teachers have an extensive toolkit to support children with these needs. She stated that they are looking at data collected at the Tier 1 level to determine Tier 2 groups for the needs of

students. She noted that she is retiring in June and that one of her key actions was to ensure a smooth transition with changing leadership. She stated that they are looking at expanding upon cultural proficiency.

Matt Lucy, Willard Principal, stated that they have been focusing on doing professional development on literacy. He stated that they are doing more work on Tier 1 to increase support within the classroom. He stated that they are strengthening progress monitoring of students receiving Tier 1,2 and 3 supports. Mr. Lucey stated that they are reviewing the West Ed report and implementing the recommendations. He noted the partnership with the Rivers and Revolutions program and problem based learning. He stated that they are looking to communicate more effectively what they are doing through coffees and Twitter. He stated that they are looking at their social/emotional learning curricula and ensuring that all teachers are trained on the Open Circle curriculum. He stated that they are reviewing and identifying a universal screener for social/emotional needs by January 2019 to layer on Tier 1,2 and 3 interventions, as necessary. He reviewed the mindfulness initiatives at Willard and the transition process to CMS. Mr. Lucy stated, in terms of inclusive culture, that Mr. Nayamekye has been a wonderful resource for improving cultural proficiency and awareness.

Angel Charles, Thoreau Principal, stated that the strategic objectives are the same across all of the elementary schools this year. She stated that they are offering teachers in grades K-2 the opportunity to continue to participate in Literacy Collaborative Professional Development. She stated that they are doing biweekly progress monitoring meetings, noting that interventionists attend the meetings so everyone can be kept within the loop. She stated that they are working on the creation of multiple paths for students to achieve in self-contained classrooms, noting that by the end of the week they will have created a social/emotional self contained classroom. Ms. Charles stated that, in terms of well being, that they are working on identifying a data collection tool for screening children to see if there are any indicators for anxiety, stress or depression. She stated that they have re-invigorated the school's Mindfulness Committee, noting that they meet on a monthly basis to support teachers with implementation of Open Circle. Ms. Charles stated that Mr. Nayamekye has been a fantastic addition, noting she looks forward to partnering with him on bringing in professional development. She also noted that they are reigniting the PALS program to support the English language learners as well as having their 1st International Night.

Justin Cameron, CMS Principal, stated that they also align to the strategic plan. He stated that they are focusing on RTI by: building up the toolkits for teachers in Tier 1, looking at current interventions in place and are in the process of hiring someone to design a social/emotional program for CMS. He stated that they've established a Master Schedule Steering Committee to allow for a master schedule that better supports students and learning. He noted that the Reconfigure Committee continues to meet. He stated that, in terms of well being, that they have a Challenge Success Committee and a Mindfulness Steering Committee, and noted a possible tech free night in March. He stated that they continue to focus on the homeBASE program and that they are partnering with CCHS on the social/emotional screener. Mr. Cameron stated, in terms of inclusive culture, that the adult group, CMS Allies, which focuses on cultural proficiency will start meeting with the student group, Rise, to work on cultural proficiency together. He noted that they have a dedicated time in each faculty meeting to discuss summer reading and cultural proficiency. Mr. Cameron stated that they are focusing on the reconfiguration, noting that he will have more coffees mid-winter.

Mike Mastrullo, CCHS Principal, noted that the schools' plans are all inter-woven. He stated that the first goal of tiered level support included the RTI model. He stated that entertaining the idea of RTI at the high school level was due to Ms. Herbert. He stated that they are very excited about implementing RTI at CCHS, but noted how challenging it is due to the schedule. He stated that they have 3 screeners (Math, ELA and Social/emotional) and are focused this year on the 9th grade to ensure a manageable number. He noted the students have already been screened and that they are just beginning to analyze the data to share with staff for developing Tier 2 interventions. He stated that they've identified benchmarks for reading, writing, math and social/emotional. Mr. Mastrullo stated that, in terms of inclusive culture, that Mr. Nayamekye has done a tremendous job. He stated that evaluating homework has been added to the goals due to the increased need for discussions to occur.

Dr. Hunter noted the leadership team's work and thanked them for their time and effort.

IX. OLD BUSINESS

A. PEG User Agreement. Dr. Hunter stated that there are still moving pieces, noting that the MOA between the towns of Concord and Carlisle is still in draft form. She shared an update to the "Right to Relocate" section of the

agreement that was updated by Chris Whalen. Mr. Booth recommended reaching out to Mark Howell regarding requirements and timing of any proposal and Dr. Hunter stated that she would contact him.

B. CCHS Campus Project Updates. Mr. Stanton stated that they met on October 16th with Town Representatives and Gale Associates to discuss topics included in the Feasibility Study's Scope of Services. He stated that they've had great communications with Gale Associates, and that he feels they will provide the report on time. He stated that, in regards to drainage, that they've awarded the project and that he expects it to begin Friday, November 2nd and to conclude by December 14th. He noted that the quotes came in under \$25,000. Mr. Stanton stated that they are doing a request for quotation on the curb cut and have contacted 3 engineering firms already, noting that they will also include it in the Central Registrar. He stated that the emergency shower and ductwork would also be included in the Central Registrar.

C. CCHS Campus Oversight Subcommittee Update. Ms. Storrs questioned if the required number of bathrooms at the stadium has been discussed and Dr. Hunter stated that they need to outline the process for the waiver request, noting that it may be a state level request. Ms. Storrs stated that the Campus Oversight Subcommittee would be meeting on November 20th. Dr. Hunter stated that Gale Associates assured her that they would have cost estimates available by December 14th, noting that the SC would be meeting December 18th.

X. NEW BUSINESS

A. CPS and CCRSD FY19 Quarterly Variance Report. Mr. Stanton shared the 1st Quarter FY19 Variance reports for CPS and CCRSD, noting that they are overall in very good shape. He reviewed several transfers between lines. Dr. Hunter noted that they were budgeting to the bottom line, which is why there is so much movement. Mr. Stanton stated that they are planning to align to DESE's functions next year.

XI. ACTION ITEMS

A. Vote to approve donation to benefit CMS Band Program. A motion was made by Ms. Bout, seconded by Mr. Grom, to accept the gift of \$10,000 from the Napolitano Family Giving fund to benefit the CMS Band program. The motion was unanimously approved, with gratitude.

B. Vote to approve CCHS Field Trip to Montreal & Quebec. A motion was made by Ms. Storrs, seconded by Ms. Bout, to approve one CCHS out of country trip for 2018-2019 with the condition that a signed district liability waiver (MIIA) is received from all participants. The motion was unanimously approved.

C. Vote CSC and CCRSC 2018-2019 Goals / Practices & Protocols – CSC & CCRSC. A motion was made by Ms. Bout, seconded by Mr. Grom, to approve the CSC 2018-2019 Goals. The motion was unanimously approved.

A motion was made by Ms. Bout, seconded by Mr. Grom, to approve the CSC 2018-2019 Practices & Protocols, as edited. The motion was unanimously approved.

A motion was made by Ms. Storrs, seconded by Ms. Bout, to approve the CCRSC 2018-2019 Goals. The motion was unanimously approved.

A motion was made by Ms. Storrs, seconded by Ms. Lear, to approve the CCRSC 2018-2019 Practices & Protocols, as edited. The motion was unanimously approved.

XII. ADJOURNMENT

A motion was made by Ms. Bout, for both CSC and CCSC, seconded by Ms. Boynton, for both CSC and CCSC, to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 8:58 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 11/13/18

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
CCRS	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
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