

JOINT SCHOOL COMMITTEE MEETING MINUTES

Concord-Carlisle School Committee
Concord School Committee
October 8, 2024

Present: Julie Viola, Chair; CCSC
Brian Waterson, CCSC
Carrie Rankin, Chair CSC; CCSC
Alexa Anderson, Vice Chair CCSC; CSC
Andrew Herchek, CSC; CCSC
Tracey Marano, CSC; CCSC
Cynthia Rainey, CSC; CCSC
Domingos DeRosa, CCRSD METCO Rep
Ayesha Lawton, CSC METCO Rep

Present from Administration: Dr. Laurie Hunter, Superintendent of School, CPS & CCRSD
Robert Conry, Asst. Supt. of Finance & Operations, CPS & CCRSD
Shelly Chin, Interim Assistant Superintendent, CPS & CCRSD

I. CALL TO ORDER

Ms. Viola called the Concord-Carlisle Regional School Committee (CCSC) to order at 6:00 PM.
Ms. Rankin called the Concord School Committee (CSC) to order at 6:00 PM.

Ms. Marano motioned and Mr. Waterson seconded the motion to move the Concord-Carlisle School Committee and Concord School Committee into Executive Session under Purpose 2 of the Open Meeting Law: To conduct strategy sessions in preparations for negotiations with the Superintendent of Schools, and Purpose 7 to comply with or act under authority of, any general or special law or federal grant-in-aid requirements, specifically M.G.L. c.30A, §22(a) and (f) with regard to the review and approval of executive session minutes from April 23, 2024, May 7, 2024, May 13, 2024, May 21, 2024, June 4, 2024, June 10, 2024, August 20, 2024, September 3, 2024, and September 17, 2024, and under Purpose 2, under which the June 4, 2024, June 10, 2024, and executive sessions were held, and under Purpose 3, under which the April 23, 2024, May 7, 2024, May 13, 2024, May 21, 2024, June 4, 2024, June 10, 2024, August 20, 2024, September 3, 2024, and September 17, 2024 executive sessions were held, and return to Open Session.

Roll call attendance was taken: Anderson, aye; Herchek, aye; Marano, aye; Rainey, aye; Rankin, aye; Viola, aye; and Waterson, aye.

II. CCHS STUDENT UPDATES

High school committee members Zariah Alves and Felicity Zhang presented updates on student activities. The Kicks for Cancer fundraiser, Mighty Moose, the Student Senate Activities Fair, and Spectrum Club Button Making were among some of the highlights. Flex Blocks, now in its second year, hosted college admissions information sessions, while Emerson Health organized an event to discuss careers in health science. Hispanic Heritage Month was celebrated with murals, artwork, and educational events, raising awareness of Hispanic culture and heritage. The fall play, Trap, will be presented from November 1st to

3rd. Additionally, the spring musical, Shrek the Musical, has been announced, generating excitement among students. A recent flooding incident at CCHS caused a two-hour delay. However, the school administration handled the situation effectively, and classes have largely returned to their normal schedule.

III. RECOGNITIONS – PANTHER PRO SHOP OF CONCORD MIDDLE SCHOOL

Dr. Hunter introduced Mr. Cameron and students from Concord Middle School who work in the school shop, the Panther Pro Shop. This student-run store was established as part of the school's Positive Behavior Incentives System (PBIS) program, which rewards students for positive behavior in the areas of compassion, motivation, and self-awareness. Students demonstrating these qualities are awarded school store gift cards provided by the Concord Educational Fund. School committee members were invited to share a moment from their day when they exhibited compassion, motivation, or self-awareness. Members who shared their positive behaviors were rewarded with a Panther Pro Shop gift card.

IV. PUBLIC COMMENT

1. Michael Williams, 1284 Sudbury Road, Concord MA expressed support on the concerns raised by the METCO Parent Teacher Group (PTG) and local anti-racism groups. He urged the school committee to address these issues, specifically the high turnover rate among METCO directors and overall program management.

2. Akia Obas, Boston parent, expressed concern about the structure and leadership of the METCO program; the frequent turnover of METCO directors; and recommended that the position report directly to the superintendent or assistant superintendent.

3. Elizabeth Frank, 1283 Elm Street, Concord MA expressed concern about the METCO director turnover and suggested conducting exit interviews with former directors to identify underlying systemic issues. She emphasized the need to grant the METCO director authority over the budget and program and advocated for consistent and empowered leadership to better serve METCO students.

V. CONSENT AGENDA

The consent agenda was presented with an adjustment to warrant number 1073 that was written as \$252, but should be \$525.

Ms. Rankin moved, and the motion was seconded by Ms. Anderson to approve the consent agenda as presented, with the one adjustment of warrant 1073 dated October 1, 2024, revised from \$252 to \$525. Roll call was taken: Anderson, aye; Herchek, aye; Marano, aye; Rainey, aye; Rankin, aye; Viola, aye; and Waterson, aye.

A. Warrants

1. CCRSD A/P

1073	10/1/24	\$252.00
1071	9/30/24	\$29,056.25
1070	9/26/24	\$53,457.24
1062	9/24/24	\$695,857.88

1055	9/12/24	\$5,700.00
2. CPS A/P		
1025	9/16/24	\$168,551.40
1026	9/16/24	\$218,617.52
1031	9/26/24	\$287,644.58
1032	9/27/24	\$47,899.96
3. CCRSD Payroll		
Pay date	9/26/24	\$315.00
Pay date	9/26/24	\$655,534.74
Pay date	9/26/24	\$74,656.75
Pay date	9/26/24	\$185,548.75
Pay date	9/26/24	\$43,507.32
4. CPS Payroll		
Pay date	9/26/24	\$217,222.75
Pay date	9/26/24	\$378,441.29
B. Joint Minutes 9/3/24		
C. Joint Minutes 9/17/24		

VI. CORRESPONDENCE

The regional school committee received correspondence requesting confirmation on who attends the committee meetings, and one concerning dropping off Zoom.

VII. SUPERINTENDENT, CHAIRS AND LIAISONS UPDATE

Dr. Hunter updated the committee on several district initiatives. She participated in a recent meeting with the Concord Preservation Committee regarding the grant submitted for the Thoreau Sorrell Campus Project, highlighting the positive reception and upcoming formal presentation on October 29th. The district is pursuing other grants and funding sources, including the Emerson Hospital grants. Construction is nearing completion at the new school with drywall, paint, and lighting installed. Dr. Hunter also announced the upcoming launch of a new district webpage, designed to be more accessible and user-friendly than the current website.

Ms. Marano reported on the Select Board meeting discussions including the disposition of the Peabody School and appraisal of the property. The Select Board agenda on December 2, 2024 will include the liaison relationships and responsibilities.

Ms. Anderson pointed out that the MCI development, along with the planned addition of 2,229 housing units, will likely impact local schools. She emphasized the importance of school committee representation on the MCI committee to advocate for the schools' interests and prioritize the educational needs of the community.

Mr. Waterson provided an update on the meeting between the Finance Committee and Select Board that is focused on budget planning for the current year and capital planning through fiscal year 30. The liaisons and staff are scheduled to meet tomorrow.

Ms. Rankin attended the inaugural fall meeting of the League of Women Voters which included members from the Finance Committee, Select Board, and Walden Pond Commission. The Thoreau Playground Committee is diligently working on fundraising for their project.

VIII. DISCUSSION

A. YRBS Results Grades 6-12

Allison Nowicki and Christina Johnson presented the Youth Risk Behavior Survey (YRBS) results for the Concord Middle School and Concord-Carlisle High School which showed positive trends in several areas, including improvements in student mental health and well-being, including a decrease in stress self-harm and suicidal ideation. Additionally, the data indicated increased feelings of belonging and trust among students. These positive outcomes are likely due to the school's efforts to improve supports for students.

B. FY25 Budget

Mr. Conry updated the committee on the Fiscal Year 2025 Budget. The district is facing increased financial pressure due to rising costs associated with special education. While the district prioritizes keeping students in their local schools, there are instances where specialized services are required out of district, which can be costly.

To mitigate the impact of increased costs, the district is utilizing available resources, such as financial reserves and grant funding. Additionally, the district is actively seeking ways to optimize its budget and reduce expenses while maintaining essential programs and services. By working together and making strategic decisions, the district aims to ensure the continued success of its students and the overall financial health of the district.

C. CCRSD End of Year FY24

The Concord-Carlisle Regional School District General Fund Budget ended FY24 with an unencumbered balance of \$740. The Excess and Deficiency (E&D) permissible cap is 5%, and the FY24 Budget ended at 4.7%. The district's Special Revenue Funds include Adult Education, Athletics, School Lunch, and Circuit Breaker. Other funding sources include the Facilities Revolving Fund, which generated \$54,512 in FY24, and non-resident tuition generated \$80,500.

D. Budget FY26 Timeline

Mr. Conry presented the Budget Timeline for FY26 and highlighted the Draft Capital Plan will be presented to the School Committee on October 22nd; the first Joint Select Board/School Committee/Finance Committee Capital Planning Forum is scheduled for November 18th, followed by a second meeting on December 16th; and the Public Hearing of the FY26 Superintendent's Recommended Budget is scheduled for January 21, 2025.

E. School Committee Goals

Ms. Viola presented a tracking sheet outlining the CCRSD School Committee Goals. This sheet categorized goals by their focus areas, such as Student Achievement and Success, Community Relations and Outreach, Budgetary Matters, and School Committee Operations. Each primary goal was further broken down into specific, measurable, achievable, relevant, and time-bound (SMART) goals, with assigned committee members responsible for each.

IX. ACTION ITEMS

A. Vote to Approve Social Media Policy

The school committee discussed the proposed social media policy and agreed to consider adding a policy specifically addressing student-run social media accounts at a future meeting. Ms. Rankin moved, and Mr. Waterson seconded the motion to approve the Social Media Policy as presented. Roll call was taken: Anderson, aye; Herchek, aye; Marano, aye; Rainey, aye; Rankin, aye; Viola, aye; Waterson, aye.

B. Vote Second Approval CCHS Trips 2024-2025

Ms. Marano moved, and Mr. Waterson seconded the motion to approve the Second Approval of 2024-2025 Concord-Carlisle High School Trips as outlined with the condition a signed district liability waiver is signed by all participants. Roll call was taken: Anderson, aye; Herchek, aye; Marano, aye; Rainey, aye; Rankin, aye; Viola, aye; Waterson, aye.

C. Vote to Approve Launch Retail Space

Ms. Marano moved, and Mr. Waterson the motion to award the Launch Retail Space bid to Firehouse Capital Inc. at the prices specified in the RFP. The motion also authorized the district administration to negotiate and execute a lease agreement of up to five years in coordination with legal counsel. Roll call was taken: Anderson, aye; Herchek, aye; Marano, aye; Rainey, aye; Rankin, aye; Viola, aye; Waterson, aye.

D. Vote to Approve FY24 End of Year Transfers CCRSD

Ms. Anderson moved, and Mr. Waterson seconded the motion to approve the FY24 Year End Budget Transfers as presented in the Year End Summary Report. Roll call was taken: Anderson, aye; Herchek, aye; Marano, aye; Rainey, aye; Rankin, aye; Viola, aye; Waterson, aye.

E. Vote to Approve School Committee Goals

Mr. Waterson moved, and Mr. Herchek seconded the motion to approve the School Committee Goals as presented. Roll call was taken: Anderson, aye; Herchek, aye; Marano, aye; Rainey, aye; Rankin, aye; Viola, aye; Waterson, aye.

X. ADJOURNMENT CCRSC

Ms. Marano moved to adjourn the Concord Carlisle Regional School Committee meeting at 9:00 p.m. The Concord School Committee remained in session.

XI. DISCUSSION

A. CPS FY24 End of Year

Mr. Conry presented the Concord Public Schools FY24 End of the Year figures. The General Fund Budget had a balance of \$2,101 in FY24. The delay in bus deliveries led to underbudgeting in fixed assets as payments for the buses were tied to their actual delivery. The district will need to factor in increased maintenance costs for older buses, as newer, more efficient models are phased in.

B. CPS Budget FY26 Timeline

Mr. Conry presented the Budget Timeline for FY26 and the Draft Capital Plan that will be presented to the School Committee on October 22nd; the Joint Select Board/School

Committee/Finance Committee Capital Planning Forum on November 18th, followed by a second meeting on December 16th; and the Public Hearing for the FY26 Superintendent's Recommended Budget on January 21, 2025.

XII. ACTION ITEMS

A. Vote to Approve FY24 End of Year Transfers CPS

Ms. Anderson moved, and Mr. Herchek seconded the motion to approve the FY24 Year End Budget Transfers as presented in the Year End Summary Report. Roll call was taken: Anderson, aye; Herchek, aye; Marano, aye; Rainey, aye; Rankin, aye.

XIII. ADJOURNMENT

Mr. Herchek moved, and Ms. Romano seconded the motion to adjourn the meeting at 9:15 PM. Roll call was taken: Anderson, aye; Herchek, aye; Marano, aye; Rainey, aye; Rankin, aye.

Respectfully submitted,

Barbara Gilmore

Approved: 12.10.24

Abbreviations:

CCHS Concord-Carlisle High School
CCRSD Concord-Carlisle Regional School District
CCSC Concord-Carlisle Regional District School Committee
CCTA Concord-Carlisle Teachers' Association
CEF Concord Education Fund
CMS Concord Middle School
CMSBC Concord Middle School Building Committee
COAR Communities Organizing Against Racism
CPC Community Preservation Committee
CPS Concord Public Schools
CSC Concord School Committee
CTA Concord Teachers Association
DEIB Diversity, Equity, Inclusion and Belonging
DHCBD Department of Housing and Community Development
ESSER Elementary and Secondary School Emergency Relief Fund
FINCOM Finance Committee
LEAP Learning Executive and Academic Processes
MTSS Multi-Tiered System of Supports
PD Professional Development
SC School Committee
SEPAAC Special Education Parent Advisory Council
WRAP Writing, Reading, and Academic Processes
YRBS Youth Risk Behavior Survey