

Present: Tracey Marano, Chair, CCSC; CSC
Sharon Whitt, Vice Chair, CCSC
Alexa Anderson, Chair, CSC; CCSC
Carrie Rankin, Vice Chair, CSC; CCSC
Courtland Booth, CSC; CCSC
Cynthia Rainey, CSC, CCSC
Sara Wilson, CCSC

Present from Administration: Dr. Laurie Hunter, Superintendent of Schools, CPS & CCRSD
Kristen Herbert, Asst. Superintendent of Teaching & Learning, CPS & CCRSD

I. CALL TO ORDER

Ms. Marano called the CCSC meeting to order at 5:31 PM and then Ms. Anderson called the CSC meeting to order. Roll call attendance was taken: Anderson, aye; Booth, aye; Marano, aye; Rainey, aye; Rankin, aye, Wilson, aye.

A. Executive Session. A motion was made by Mr. Booth, seconded by Ms. Rankin, for the CSC and CCSC to enter into Executive Session under Purpose 2 of the Open Meeting Law: to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions with nonunion personnel, and Purpose 7 to comply with or act under authority of, any general or special law or federal grant-in-aid requirements, specifically to M.G.L. c.30A, §22(a) and (f) with regard to the review and approval of executive session minutes from 4/29/22, 5/5/22, 5/10/22 and 5/13/22, 5/16/22, 5/18/22, and under Purpose 3, under which the 4/29/22, 5/5/22, 5/10/22, 5/13/22, 5/16/22 and 5/18/22 executive sessions were held, and return to Open Session at approximately 6:30 PM

The committees returned from Executive Session at 6:30 PM.

II. CCHS STUDENT UPDATE

CCHS Student Reps, Harry Crowley, Darcy Keenan-Mills, Zariah Alves and Felicity Zhang provided an update from CCHS. They stated that there is heightened anxiety around COVID due to the increased cases, teachers have been lenient with final makeups, the sophomore semi-formal is coming up, class government is hosting “feel good finals”, and the 8th grade orientation took place last week. Zariah noted that she feels that freshman academy delays the high school experience and Felicity stated that it was hard when her friends were not in her classes because they were on different teams. Harry stated that sophomore year is a good introduction to regular high school, noting that the transition from freshman year to sophomore year can be daunting. Harry stated that they are trying to have middle school council reps come to the June 14th meeting. Felicity stated that she would be replacing Darcy as SC rep because Darcy will be the Student Senate secretary going forward.

III. PUBLIC COMMENT

None.

IV. RECOGNITIONS

A. CMS Playbook Initiative. Mr. Cameron shared a video on the CMS Playbook Initiative, a program on anti-discrimination, and introduced the student leaders, Laila Smith, Sophie Redmond, and Tyler Shepard. Tyler shared his experience at the Playbook training, noting that he formed a leadership team that took place in training at Ripley with 75 student leaders. Mr. Cameron stated that they ran the Playbook Initiative through the HomeBASE advisory program, noting that they were the first school to run the program for the entire student body, as well as faculty and staff. Laila

noted that it was very fun to be part of it and Sophie noted how talkative people were within the groups. Tyler stated that everyone contributed and noted what a great experience it was.

V. READING OF THE MINUTES

A. Open Session. Mr. Booth noted that he had a correction to the 5/10/22 minutes, asking that they be withheld. A motion was made by Mr. Booth, seconded by Ms. Rainey, to approve the open session minutes from 5/5/22. The motion was unanimously approved.

VI. CORRESPONDENCE

Ms. Marano stated that CCSC received three pieces of correspondence: one for the SC with thanks to the time spent at meetings, one in regards to an 8th grade civics project and one on security at CCHS.

Ms. Anderson stated that CSC received six pieces of correspondence: one from the METCO Families Collective, one from an organization called Ballotpedia to collect data on school boards, two emails about the 8th grade civics projects, one about school security and one with a parent concern.

VII. CHAIRS & LIAISONS REPORT

Regarding the recent Concord Select Board meeting, Mr. Booth stated that the Director of Public works referenced the town's capital needs, including the Doug White Field. He noted that the Director believes the field will be a warrant item for FY24. Mr. Booth stated that there would be a special town meeting in the fall due to some deadlines in state funding with DPW, noting that the regular Town Meeting is slated for April 30, 2023 at CCHS. Ms. Rainey noted that the warrant closes on January 4, 2023

Ms. Rainey stated that the PEG Access Advisory has an RFP for the renewal of the Comcast cable franchise, noting that RFP applicants will be interviewed in Executive Session on June 16th, with a contract being awarded on July 1st.

Ms. Wilson stated that Adult & Community Education is working on the upcoming programs, including the new Adult English Language Learner class in July. She noted that the June & July Drivers Education classes are full, but noted there was still space in the August classes.

Ms. Rankin stated that the Superintendent's METCO Advisory Council met, noting that there was a discussion around professional development at a staff level and around holding another meeting the end of July before the regular meetings begin during the school year.

Ms. Marano stated that the DEI Strategic Steering Committee meeting would be held on Thursday, noting that meetings will held monthly starting in September.

VIII. SUPERINTENDENT'S REPORT

Dr. Hunter stated that there was a fantastic session with the METCO leaders and CCHS METCO students, addressing the students' priorities. She stated that the METCO position on the CPS side has been posted, noting that they hope to have a finalist determined by the end of June. She noted that Ms. Jemison is excited to take on the CCHS METCO position. Dr. Hunter stated that she, Mr. Mastrullo, Mr. Nyamekye, and members of METCO leadership went into Boston to graduate a MECTO student who was unable to attend graduation, noting how nice it was. She stated that they are looking at MECTO staffing reallocations to ensure supports in the schools. Ms. Anderson noted how nice it was to see the work happening in the districts highlighted in the METCO weekly email. Dr. Hunter noted that several staff members would be attending the Living the Legacy conference in Framingham on implicit bias.

Dr. Hunter stated that the district is invested in security in the schools, noting the recent school shooting in Texas. She stated that they are reinstating measures interrupted by COVID, noting that the district is an ALICE (Alert, Lockdown, Inform, Counter and Evacuate) district. She noted that the pilot of CrisisGo would begin in the fall, which will give the schools communication with the police during crises.

X. DISCUSSION

A. School Improvement Plans. Mr. Mastrullo presented the CCHS Improvement Plan, stating that 9th Grade Academy, DEI work, and RTI and MTSS work is ongoing. He stated that the biggest undertaking is a change to the bell

schedule, noting that the current schedule has been in place for 22 years. He noted that Challenge Success highlights that changing the bell schedule is the biggest thing you can do to impact a student's day-to-day existence. He stated that they would be working on the new schedule this year, with it being put in place the following year.

CMS Principal, Justin Cameron, highlighted three items from the CMS School Improvement Plan: 1) Star 360 & PEAR work assessing students to inform class placement and class decisions 2) Piloting of PBIS (Positive Behavioral Interventions and Supports) and working with the Concord Ed Fund to teach certain topics each month in HomeBASE and recognize students who have exhibited these qualities and 3) Forming a restorative justice committee at CMS.

Alcott Principal, Naomi Krakow, highlighted Alcott's Improvement Plan: Updating the MTSS Framework, expanding the Branch Program for students with emotional disabilities, starting conversations on expanding this program to CMS, and ensuring that METCO students feel valued, respected and welcomed at all grade levels.

Thoreau Principal, Angel Charles, highlighted Thoreau's Improvement Plan: Sharing data with families at conferences of students who are being progress monitored in reading interventions with the new DIBELS 8 component, engaging 5th grade in Executive Functioning Boot Camp, revitalizing positive behavior intervention systems by bringing the whole school together and making the playground all accessible.

Willard Principal, Matt Lucey, highlighted Willard's Improvement Plan: Continuing to work with students who have language based disorders and training additional staff members in intensive programs, working with Mr. Nyamekye to return to best practices in case studies, and having an all grade 5th grade read that is focused on the environment, leadership, diversity and inclusion.

B. SEPAC Annual Report. SEPAC President Casey Atkins and Technology Chair Ashley Healy presented SEPAC's annual report, reviewing SEPAC's: purpose, mission statement, membership, current board members, school and program liaisons, priorities and accomplishments, communication with the Administration and School Committees, visibility and profile raising with several events, social media presence and outreach and presence at meetings, engagement with the middle school building project, participation in the District's Diversity, Equity and Inclusion and belonging initiatives, literacy/dyslexia guidelines and practices, bylaws updates and a look ahead.

C. CCHS International Travel Planning Summary. Dr. Hunter noted that international trips had previously been discussed back in the winter of 2020, sharing a draft of upcoming tentative trips/exchanges. She noted that the earliest trip would be next February 2023. Dr. Hunter stated that the approval to begin planning is being requested, not actual trip approval. She reviewed items that need to be considered, including: adding the trips to the webpage, travel insurance, fundraising for trips, and individual student needs. The SC agreed that they were in support of Mr. Mastrullo, Dr. Hunter and the teachers to begin the planning process for international trips.

D. CCHS Athletic Trips. Dr. Hunter stated that tonight would be the first discussion on the trips for the Football Team to go to Maine in August and the Girls Soccer team annual trip to New Hampshire in September, noting that a vote would be taken at the next meeting.

E. Superintendent Evaluation Update. Ms. Marano stated that the DESE guidance from 2019 recommends a 2-year evaluation cycle for experienced superintendents, noting that Dr. Hunter falls into the category of an experienced superintendent. She proposed to the SC that Dr. Hunter be evaluated every 2 years, noting that Dr. Hunter would be evaluated the following year because she was evaluated last year. Ms. Marano stated that a vote on this would be added on the next agenda.

F. School Committee Self-Evaluation. Ms. Anderson stated that MASC provides tools for self-evaluations, noting that they also facilitate the process by aggregating the data. Ms. Anderson stated that Ms. Presser from MASC would be sending out an electronic version of the survey to all SC members (except for Ms. Whitt) and the data would be then aggregated, synthesized and analyzed, by her and her colleague, who would then provide recommendations. Ms. Rainey stated that she would like to move the evaluations to January in order to dipstick the initiatives put in place now and Mr. Booth questioned if Ms. Presser was aware of the special circumstances of the SC at this time. Ms. Anderson stated that Ms. Presser noted that the work is always customized for each individual SC, noting that the more the SC can identify its

strengths and weaknesses as it enters the goal-setting phase, that will be in its best interest. Ms. Marano stated that Ms. Presser would provide guidance with filling out the evaluations.

G. School Committee and Superintendent Relations. Ms. Anderson stated that the SC has engaged with a facilitator that will help the SC develop norms for interactions and communications between and among members of the SC, between and among members and the Superintendent, with the hope that this work will be completed by August 15th.

H. METCO School Committee Representative Policy. Ms. Marano shared the changes made at the last SC meeting, noting the only addition was to add both committees in the first line. She stated that the policy could be revisited at any time.

I. CCRSD FY22 Budget. Dr. Hunter stated that FY22 has an uncommitted balance of \$733,000, with \$300,000 going towards E&D and \$200,000 to closing the year out, noting that this leaves \$233,000 projection surplus. She noted that they are planning to pre-purchase the 9th grade laptops to stay on cycle. She stated that the Athletic Revolving Account would end with about \$300,000 and Food Services would be self-funded in FY23, with some subsidizing. Dr. Hunter stated that there is discussion around universal free lunch at the government level. She stated that the entire amount of circuit breaker has been carried over. She noted the vote later in the agenda to prepay Special Ed tuitions to the collaboratives, which the district has been doing in the past. She stated that she is recommending taking \$200,000 of the surplus and allocating it against the regional capital stabilization fund. Due to the complexity of the budget, Dr. Hunter stated that she would bring back a clearer outline at the next meeting and the SC agreed to postpone the vote until June 14th.

J. COVID Update. Dr. Hunter stated that the COVID cases are dropping and pool testing is winding down, with symptomatic testing in place for the upcoming school year.

X. ADDITIONAL PUBLIC COMMENT

None.

XI. ACTION ITEMS

A. Vote to Approve Staff Request to Enroll Child in CPS/CCRSD 2022-23. A motion was made by Mr. Booth, for both CSC and CCSC, seconded by Ms. Rainey, for both CSC and CCSC, to approve the request of Nouna Pinto, Teacher at CCHS, to enroll her daughter in 9th grade at CCHS and son in 6th grade at CMS for 2022-23, and that tuition be waived. The motion was unanimously approved.

B. Vote to Approve METCO School Committee Representative Policy. A motion was made by Mr. Booth, seconded by Ms. Rainey, to approve the METCO School Committee Representative Policy as presented. The motion was unanimously approved.

C. Vote to Approve Prepayments of Collaborative Tuitions. *Vote postponed.*

D. Vote to Approve Non-Union Salary Increases. A motion was made by Ms. Rankin, seconded by Mr. Booth, to provide for a cost of living adjustment of 2.75% for all nonunion personnel in FY23 as well as five salary adjustments and four title changes, as recommended by the Superintendent. The motion was unanimously approved.

XII. CCRSD ADJOURNMENT

A motion to adjourn the CCSC meeting was made by Ms. Wilson, seconded by Ms. Rankin. The motion was unanimously approved and the CCSC meeting adjourned at 8:54 PM.

XIII. DISCUSSION

A. CMS Building Project Update. Ms. Anderson stated that, at the CMSBC meeting on June 2nd, the potential for an earlier move in date over February break was discussed. She stated that a commissioning agent was hired to work closely with the contractors to ensure the building construction meets the operational requirements. She stated that the CMSBC reviewed more detailed renderings of the common spaces at the June 2nd meeting. Mr. Booth noted that the commissioning agent came in under budget. Dr. Hunter stated that the estimates have gone out and will be brought to the CMSBC meeting on June 30th after they've been reconciled with Hill and SMMA. She stated that town department

heads are working together on permitting processes, noting the proactive collaborative work taking place. She stated that the solar project would be discussed the next day at the Light Board meeting.

B. CPS FY22 Budget. Dr. Hunter stated that there is \$239,000 in the CPS budget, noting that they are anticipating needing \$89,000-\$90,000 to close out FY22. She noted that they would like to prepay tuitions with any balance that is left. She stated that they used a small amount of circuit breaker this year.

XIV. ACTION ITEMS

A. Vote to Approve K-5 Student Handbooks. A motion was made by Ms. Rainey, seconded by Mr. Booth, to approve the K-5 Student Handbooks for 2022-2023. The motion was unanimously approved.

B. Vote to Approve Prepayment of Collaborative Tuitions. A motion was made by Ms. Rainey, seconded by Mr. Booth, to authorize the prepayment of FY2023 tuitions in accordance with MGL Chapter 71, Section 71D, and MGL Chapter 40, Section 4E. The motion was unanimously approved.

XV. ADJOURNMENT

A motion to adjourn was made by Ms. Rainey, seconded by Mr. Booth. The motion was unanimously approved and the CSC meeting adjourned at 9:09 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 8.23.22

Abbreviations:

ADL	Anti-Defamation League
BSU	Black Student Union
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
CPS	Concord Public Schools
CSC	Concord School Committee
DPW	Department of Public Works
E&D	Excess and Deficiency
DEI	Diversity, Equity and Inclusion
DPH	Department of Public Health
ELL	English Language Learner
FINCOM	Finance Committee
LLI	Leveled Literacy Intervention
MTSS	Multi-Tiered System of Support
PD	Professional Development
SC	School Committee
SEPAC	Special Education Parent Advisory Council