

Present: Tracey Marano, Chair, CCSC; CSC  
Carrie Rankin, Vice Chair, CSC; CCSC  
Sharon Whitt, Vice Chair, CCSC  
Courtland Booth, CSC; CCSC  
Cynthia Rainey, CSC, CCSC  
Carrie Patel, CCSC  
Domingos DaRosa, CCRSD METCO Rep

Absent: Alexa Anderson, Chair, CSC; CCSC  
Ayesha Lawton, CPS METCO Rep

Present from Administration: Dr. Laurie Hunter, Superintendent of Schools, CPS & CCRSD  
Robert Conry, Asst. Superintendent of Finance & Operations, CPS & CCRSD  
Kristen Anderson, Asst. Superintendent of Teaching & Learning, CPS & CCRSD

**I. CALL TO ORDER**

Ms. Marano called the CCSC meeting to order at 5:01 PM and Ms. Rankin then called the CSC meeting to order.

**A. EXECUTIVE SESSION**

A motion was made by Ms. Rainey, seconded by Ms. Rankin, for the Concord School Committee and Concord-Carlisle School Committee to enter into Executive Session under Purpose 2 of the Open Meeting Law: to conduct strategy sessions in preparation for negotiations with nonunion personnel and Purpose 3 of the Open Meeting Law to discuss strategy with respect to collective bargaining with the Maintenance union, 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 March 14, 2023, March 28, 2023, April 12, 2023, May 9, 2023, May 23, 2023 and June 6, 2023, and under Purpose 3, under which the March 28, 2023, April 12, 2023, May 9, 2023, May 23, 2023, and June 6, 2023 executive sessions were held, and under Purpose 2, under which the March 14, 2023 and June 6, 2023 executive sessions were held, and return to Open Session. The motion passed by roll call: Booth, aye (for both); Marano, aye (for both); Patel, aye; Rainey, aye (for both), Rankin, aye (for both), Whitt, aye.

The School Committees returned from Executive Session at 6:34 PM.

**II. CONSENT AGENDA**

- A. Athletics Out of State Trips:
  - RI Cross Country
  - Girls Soccer
  - Football
- B. CCRSD Warrants
  - Payroll Warrant 37, 1252 - 1256 - \$ 917,123.24
  - Payroll Warrant 39-40, 1264-1271 - \$912,245.97
  - AP Warrant 1263 - \$23,331.31
- C. CPS Warrants
  - Payroll Warrant 23.25 - \$1,562,972.65
  - AP Warrant 1062 - \$217,145.49
  - AP Warrant 1063 - \$58.06
- D. Staff Child Enrollment Request

E. CCACE Advisory Committee Members

Ms. Marano noted that they would be pulling off agenda item: AP Warrant 1263 - \$23,331.31. A motion was made by Ms. Rainey, seconded by Mr. Booth, to approve the Consent Agenda (with AP Warrant 1263 - \$23,331.31 pulled out). The motion passed unanimously.

**III. CCHS STUDENT UPDATE**

No student update.

**IV. PUBLIC COMMENT**

No public comment.

**V. CORRESPONDENCE**

Ms. Marano stated that CCSC received three pieces of correspondence, two of which also went to CSC. She stated that all three were regarding the potential cellphone tower at the high school.

**VI. CHAIRS, LIAISONS AND SUPERINTENDENT REPORT**

Dr. Hunter stated that it was a busy time of year with end of the year events. She stated that they were deep in the planning for summer school, noting that it would be held at Alcott.

SC members shared updates and overviews from their liaison roles from FY23.

**VII. DISCUSSION**

A. End of Year Academic Presentation. Assistant Superintendent Kristen Anderson and Academic Data Coordinator Carrie Bjerke provided an end of year academic presentation on standardized testing. Ms. Anderson noted that spring 2023 testing would be the baseline for everything moving forward. Ms. Anderson reviewed the academic data teams at the elementary, middle and high school levels. Ms. Bjerke stated that the goal of the state of MA was for students to meet or exceed the 2019 MCAS results by a set period of time, noting that students who scored lower were put on a recovery path and those that scored higher were put on a forward path. She stated that the data was based off of 2022 MCAS. She stated that all CPS ELA students were placed on a path to recovery, noting that they will know in the fall if the targets were met or not. She stated that CPS Science showed a significant bounce back from the pandemic in most student groups. Ms. Bjerke shared the CCHS pathways and 2023 state targets in ELA, Science and Math.

Ms. Anderson stated that the district has set a goal of improving all students' scores by 10%, including all student subgroups. Ms. Bjerke shared the average ELA, Math, and Science MCAS scores by grade level for 2019 (pre-pandemic), 2021 (previous year), 2022 (most recent), and 2028 (goal). She also shared the spring assessments for the English Learners as measured by the Access assessment, the CCHS AP exam scores, the CCHS SAT scores, and CCHS ACT scores. Ms. Bjerke shared the Star benchmarking and progress monitoring data, noting that it was expected that most students would be meeting expectations. Ms. Anderson reviewed the multi-tiered system of support process, sharing data from those students who received interventions. She stated that the new data platform would have all the data together in one place. Ms. Bjerke shared a list of interventions and progress monitoring currently in place and provided an overview of the new data platform to visualize and easily track student performance. *Ms. Anderson left the meeting.*

B. CCRSD FY23 Budget Update. Mr. Conry stated that the Finance Dept. was working on clearing out POs, noting that the additional expenses, aside from encumbrances, include \$40,000 on contracts in which the district partners with the town. He stated that they are placing orders for two additional buses, noting that the \$65,000 cost shown was an estimate for covering the first year of the lease for the two vehicles. He stated that \$55,000 was for the existing leases that have payments due late in the fiscal year. Mr. Conry noted that they normally place technology orders for the upcoming year at the end of the current year. He noted that he was projecting an overage of \$48,000 on health care costs. He stated that he was expecting \$8,546 to be available after closing out the year, noting that this could be used to relieve some of the expenses incurred with the homeless shelter students. He stated that he anticipates a final balance of \$22,546 and would use any balance to reduce the use of circuit breaker funds. Regarding the homeless shelter, Mr. Conry stated that transportation costs are \$16,780, which represents the shared cost for transporting the high school students to their home districts. He stated that the food service revolving fund would have a surplus of \$250,000 for the year and circuit breaker funds would have a carryover of 90% of the allowable maximum. Regarding the athletic

revolving account, Mr. Conry stated that he was expecting a bit of a decrease. He stated that he is expecting to use all of the E&D funds this year.

C. CCHS Campus. Ms. Marano stated that she, Ms. Anderson, and Dr. Hunter would be meeting with the town on June 15<sup>th</sup> regarding the cell tower and possibilities for other locations in the town. Regarding the topic of the CCHS campus, she stated that there were no bathrooms at the stadium, noting that the district was out of compliance because there were currently only porta potties available that were not handicap accessible. She stated that there were also previous conversations about putting a track on campus prior to the pandemic. Dr. Hunter provided a history of the access road and projects discussed by the Campus Advisory Committee and Campus Oversight Committee, including restrooms, solar on roof, parking/paving, track, and outdoor classroom/greenhouse/pavilion. The SC discussed going through legislature to get bathroom facilities at the stadium.

D. Update on CCHS Access Road Capital Project. Mr. Conry stated that the district went out to bid with the town on the paving project, noting that the project costs were in excess of the budget by \$420,870.97. He stated that the town DPW Director stated that the bid pricing was consistent with significant cost escalation in the paving and public works industry, noting that further increases would be anticipated to occur if the project were to be deferred. Mr. Conry proposed accessing the technology funds, budgeted in Instructional Leadership, and redirecting them towards fixed assets and incur the expenses out of the operating budget. He noted that the funds put into the stabilization fund were for this project, asking that the SC vote again to transfer \$200,000 from the stabilization fund to the CCHS access road project.

#### **VIII. ACTION ITEMS**

A. Vote to Approve Administrative Assistant Contract. A motion was made by Ms. Rankin, for both CSC and CCSC, seconded by Mr. Booth, for both CSC and CCSC, to approve the Administrative Assistant contract for 2024-2027. The motion was unanimously approved.

B. Vote to Approve Non-Union COLA. A motion was made by Ms. Rankin, for both CSC and CCSC, seconded by Mr. Booth, for both CSC and CCSC, to approve FY23 salary increases for non-union employees by 2.75%, excluding adjustments discussed in executive session. The motion was unanimously approved.

- C. Vote to Approve CCHS Trips
- Taiwan 2024 initial approval
  - Quebec 2024 initial approval
  - Japan 2024 second approval
  - Ecuador 2024 second approval
  - Denmark 2024 second approval
  - New Zealand 2024 second approval

A motion was made by Mr. Booth, seconded by Ms. Rainey, to approve the Taiwan 2024 trip as submitted for initial approval status. The motion was unanimously approved.

A motion was made by Mr. Booth, seconded by Ms. Rainey, to approve the Quebec 2024 trip as submitted for initial approval status. The motion was unanimously approved.

A motion was made by Mr. Booth, seconded by Ms. Rainey, to approve the Japan 2024 trip as submitted for second approval. Mr. Booth noted that CCHS expects students from Nanae in the fall. The motion was unanimously approved.

A motion was made by Mr. Booth, seconded by Ms. Rankin, to approve the Ecuador 2024 trip as submitted, with the date correction from 2023 to 2024, for second approval. The motion was unanimously approved.

A motion was made by Mr. Booth, seconded by Ms. Rainey, to approve the Denmark 2024 trip as submitted for second approval. The motion was unanimously approved.

A motion was made by Mr. Booth, seconded by Ms. Rainey, to approve the New Zealand 2024 trip for second approval. The motion was unanimously approved.

D. Vote to Approve Transfer of Operating Budget Funds. A motion was made by Mr. Booth, seconded by Ms. Rainey, to transfer CCHS FY23 operating budget funds of \$421,000 from Instructional Leadership category to Fixed Assets category. The motion was unanimously approved.

E. Vote to Approve Transfer from Stabilization Fund to CCHS Access Road Project. A motion was made by Mr. Booth, seconded by Ms. Rainey, to transfer \$200,000 from Capital Stabilization Fund to the CCHS Access Road Project. The motion was unanimously approved.

**IX. ADJOURNMENT CCSC**

Ms. Marano adjourned the CCSC meeting at 9:19 PM.

**X. DISCUSSION**

A. CMS Building Project Update. Dr. Hunter stated that the construction phase has begun at the site, noting that the outline of the building will be taking shape over the next several months. She stated that the CMSBC would be meeting on June 29<sup>th</sup>.

B. CPS FY23 Budget Update. Mr. Conry stated that there was an unencumbered balance of \$311,775, noting the additional expected expenses totaling \$292,000. He noted that they were projecting a remaining balance of about \$20,000. Regarding the homeless grant, Mr. Conry stated that the remaining balance was anticipated at \$53,775 in the general fund to restore circuit breaker balances. He stated that the food service revolving fund was doing well and was expected to break even. Mr. Booth recognized Mr. Rhames, Assistant Business Manager, noting what an extraordinary contributor he has been.

**XI. ADJOURNMENT CSC**

Ms. Rankin adjourned the CSC meeting at 9:41 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 7.20.23

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
CPS	Concord Public Schools
CSC	Concord School Committee
CTA	Concord Teachers Association
DEIB	Diversity, Equity, Inclusion and Belonging
FINCOM	Finance Committee
MTSS	Multi-Tiered System of Supports
PD	Professional Development
SC	School Committee
SEPAC	Special Education Parent Advisory Council