

**JOINT SCHOOL COMMITTEE**

Concord-Carlisle School Committee  
Concord School Committee  
Ripley Building  
May 27, 2014

**Present:** Jennifer Munn, Chair, CCSC, CSC  
Phil Benincasa, Vice Chair, CSC, CCSC  
Johanna Boynton, Vice Chair, CCSC, CSC  
Wallace Johnston, CSC, CCSC  
William Fink, CCSC  
Mary Storrs, CCSC

**Present From Administration:** Diana Rigby, Superintendent of Schools, CPS & CCRSD  
John Flaherty, Deputy Superintendent of Finance & Operations, CPS & CCRSD  
Kathy Codianne, Director Teaching & Learning, CPS & CCRSD

**Absent:** Kathleen Snook, Chair, CSC; CCSC

**I. CALL TO ORDER**

The session was called to order by Ms. Munn for CCSC and by Mr. Benincasa for CSC at 6:00 pm. Ms. Munn noted that CCTV is recording the meeting.

A motion was made by Ms. Munn and seconded by Mr. Benincasa for CSC and CCSC to enter into Executive Session to discuss under Purpose 3 of the Open Meeting Law: To discuss strategy with respect to collective bargaining as the open meeting may have a detrimental effect on the bargaining position of the public body and return to Open Session at approximately 6:30 PM. The motions were approved by roll call for CCSC and CSC: Munn Aye, Boynton, Aye, Benincasa, Aye, Storrs, Aye, Fink, Aye, Johnston, Aye.

The Concord School Committee and the Concord-Carlisle School Committee returned to Open Session and were called to order by Ms. Munn for CCSC and Mr. Benincasa for CSC at 6:50 PM. Mr. Benincasa noted that the meeting is being recorded by CCTV.

**II. READING OF THE MINUTES**

A. Open Session  
Joint Meeting – A motion was made by Mr. Fink seconded by Mr. Benincasa for CSC and CCSC to approve the minutes for the April 16, 2014 Joint School Committee Meetings. The motion was unanimously approved. A motion was made by Mr. Fink seconded by Ms. Boynton for CSC and CCSC to approve the minutes for the May 4, 2014 Joint School Committee Meetings. The motion was unanimously approved. Ms. Storrs abstained from the votes.

**III. CHAIRS REPORT**

A. Superintendent FY14 Evaluation Plan. Ms. Munn stated that the members who were on the committees for the entire year will be doing the evaluation. Committee members should have received the Timeline and Process, the Evaluation Report and a rubric from DESE. Review and discuss summative evaluation at the Joint School Committee Meeting on June 25<sup>th</sup>.

B. School Improvement Plans - June 10, June 25. Ms. Munn stated that the School Improvement plan on June 10<sup>th</sup> with is for K-8 and the CCHS School Improvement Plan will be on June 25<sup>th</sup>.

C. School Committee Coffees. There will be one more coffee before the end of the school year. The time, date and location to be announced. Ms. Munn noted that Mr. Fink has a 9:00 PM commitment and will be leaving.

**IV. CORRESPONDENCE**

A. Adult & Community Education May 1, 2014 Director's Report. Ms. Rigby stated that Mr. Booth submitted his May 1, 2014 Director's Report.

## V. RECOGNITIONS

Mr. Badalament, Principal recognized Softball Coach Lisa McGloin for her 300<sup>th</sup> career win. Stevie Yang and Meredith Block won the girls North doubles for tennis. Mr. Badalament also recognized Carly Dwyer, Ned Ross and students for the play Comedy of Errors. Mr. Badalament also recognized Peter Atlas, advisor to the National Honor Society and the students who were inducted. Mr. Badalament also recognized the students from the Class Act Awards Ceremony.

## VI. REPORTS & ISSUES FOR DISCUSSION

A. The Wolbachia Project – Jennifer Benson, Biology Teacher & students. Ms. Benson and students gave a presentation on the Wolbachia Project, which was an independent study from her Bio Technology Elective Class.

B. First Reading CCHS Handbooks. Mr. Badalament, Principal, went over the changes to the student handbook for CCHS for next year.

C. Community Use Agreement. Postponed.

D. CCHS Stabilization Fund. Mr. Flaherty gave an overview of the use of the CCHS Stabilization Funds. This will be voted on at the June 25<sup>th</sup> meeting.

E. PARCC. Ms. Codianne, Director Teaching & Learning gave a presentation on the 2015 PARCC/MCAS Choice.

F. Financial Report - CPS. Mr. Flaherty stated that the YTD Projected Overage in Regular Instruction is (471,848) and Special Education the YTD Balance is 110,666, Operations is 293, Administration is (155,023) and Fixed Costs is 3,429. This nets out to a negative (512,483). Circuit Breaker Carry-Over is 174,225 which brings the balance down to (338,258). Remaining Projected Expenditures is (265,160) with a balance of (603,418). Apply current year circuit breaker projected receipts 508,204 for a total of (95,214).

## VII. ACTION ITEMS

A. Vote to approve CEF Grant Awards 2014-2015. Mr. Andrew Kirkpatrick and Ms. Theresa Scalzi stated that the Concord Education Fund (CEF) fully funded 11 grant applications and partially funded 3 grant applications for a total of \$148,492.53. A motion was made by Ms. Boynton seconded by Mr. Fink for the CCSC to vote to accept the Concord Ed Fund Grant Award in the amount of \$70,978.82 for CCRSD. A motion was made by Ms. Boynton seconded by Mr. Johnston for the CSC to vote to accept the Concord Ed Fund Grant Award in the amount of \$77,513.71 for CPS. The motions were unanimously approved.

B. Vote to approve BAN Awards. A motion was made by Mr. Benincasa seconded by Ms. Boynton that the CCSC votes to approve the sale of \$30,000,000 0.75 percent General Obligation Bond Anticipation Notes (the "Notes") of the District dated June 2, 2014 and payable April 15, 2015, to Eastern Bank at par and accrued interest, if any, plus a premium of \$167,790.00.

Further Voted: that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated May 14, 2014, and a final Official Statement dated May 21, 2014, each in such form as may be approved by the District Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the District Treasurer and the Chair of the Committee be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the District, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time.

Further Voted: that we ratify and confirm the adoption of federal tax compliance procedures by the District and we authorize and direct the District Treasurer to review and update said procedures as the District Treasurer and bond counsel deem sufficient in order to monitor and maintain the tax-exempt status of the Notes and any other tax-exempt bonds and Notes issued or to be issued by the District.

Further Voted: that each member of the Committee, the District Secretary and the District Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other

documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes. The motions were unanimously approved.

C. Vote to approve CCHS Girls Varsity Soccer trip to Vermont/NH. A motion was made by Mr. Benincasa seconded by Mr. Fink that the CCSC vote to approve the girls' varsity soccer bonding trip to Vermont/NH on August 28 to August 30, 2014. The motion was unanimously approved.

D. Vote to approve Denmark Exchange Program FY15. A motion was made by Ms. Boynton seconded by Mr. Benincasa that the CCSC vote to approve the request to begin the Denmark Exchange Program. The motion was unanimously approved.

E. Vote to approve Community Use Agreement. Postponed.

F. Vote to approve K5 & CMS 2014-2015 Handbooks. A motion was made by Ms. Boynton seconded by Ms. Munn that the CSC vote to approve the K5 and CMS 2014-2015 Handbooks. The motion was unanimously approved.

G. Vote to award Peabody boiler project. A motion was made by Ms. Boynton seconded by Ms. Munn that the CSC vote to award the contract for the replacement of the boilers at the Peabody Building to George T. Wilkinson, Inc. of Rockland, Massachusetts in the amount of \$298,013. The motion was unanimously approved.

H. Vote to award land survey services for Knox Trail. A motion was made by Ms. Munn seconded by Mr. Johnston that the CSC vote to award the contract for land survey services at Knox Trail to Stamski and McNary, Inc. of Acton, Massachusetts in the amount of \$4,900. The motion was unanimously approved.

I. Vote to award Foreign Language Services. A motion was made by Mr. Benincasa seconded by Ms. Boynton that the CCSC vote to award the contract for providing foreign language services through Adult and Community Education to Berlitz Languages, Inc., of Boston, Massachusetts in the amount of \$23,760. The motion was unanimously approved.

## **VIII. OLD BUSINESS**

A. CCHS Building Project. Ms. Boynton stated that the Joint Meeting between the Building Committee and School Committees was held on May 21<sup>st</sup>, the current budget and contingency use was reviewed. The Finance Sub Committee determined that \$500,000 was an appropriate amount to be added back into the project. The Building Committee approved a list of things to buy which included LED lighting for the gym, concrete on the south entrance, granite curbing on the ring road, and glass in some of the corridors. There will be a tour of the new building on June 18<sup>th</sup> at 5:00 PM with the Building Committee and the School Committees. The Joint School Committee will be held at the CCHS Library on June 18<sup>th</sup> at 6:00 PM.

B. Transportation. Ms. Boynton stated that they are continuing to do due diligence and working with the Board of Selectmen as they continue to work with WR Grace to purchase the land.

C. CCHS Fields Renovation Project. Ms. Munn in June stated that there was not a meeting on Monday since it was a holiday. First round of bids came in and were higher by about \$150,000 than expected that was in relation to a modification that was requested by one of the permitting boards. Gale Engineering has value engineered the plan and has found a way to save on that modification and the group ultimately decided to rebid and that's happening at the end of this week.

D. Mr. Johnston stated that he attended the Town Governance Meeting and two things were discussed. The first was the idea of having two different separate voted groups, a Concord Public School Committee and a Concord-Carlisle School Committee and relative representative between Concord and Carlisle. The second was public records and a discussion in general how the Town committees and boards would be handling public records requests going forward. There was a discussion about juxtaposition between what folks were experiencing from Town records versus records from the district and how it can be streamlined.

## **IX. SUPERINTENDENT'S REPORT**

A. FY14 Annual Goals Progress Report. Ms. Rigby stated that at every time this year she reports on the progress of our annual goals. In September the District Improvement Plan was approved and Ms. Rigby provides a professional practice goal as well as a student leaning goal for the work she is particularly focused on for the school year. In February Ms. Rigby reported mid-year on the progress towards achieving the goals and tonight will

provide some annual progress with a caveat that a number of our goals are going to be evaluated with quantitative data that we do not have until June. Ms. Rigby thanked the Admin. Team since this is a compilation of what the Admin. Team has submitted of the progress at their school sites. The Professional Practice Goal was really focusing on providing a variety of communication strategies to really build consensus around the various stakeholders. The Student Learning Goal is for students in grades K-12 to master critical end of year grade level standards. An additional District Goal is to provide students with rigorous and coherent curriculum and high quality instruction that motivates and engages all students to develop their curiosity, creativity, critical thinking, and collaborative problem solving skills. Goal: Foster a respectful and empathic learning environment in which all students become more responsible citizens. Goal: Develop professional collaboration by analyzing student work and assessment data, sharing instruction strategies, and providing job-embedded professional development that supports district teaching and learning goals. Goal: Provide students and staff with the resources, materials, and infrastructure to support high quality learning environments. Goal: build support, consensus, and community engagement around the district mission, core values, goals, challenges, accomplishments and critical decisions using a variety of communication strategies.

B. U.S. Army Corps of Engineers & CMS Partnership. Ms. Rigby stated that Doug Shattuck, Instructional Technology Specialist at the Middle School and Lynne Beattie, Principal have facilitated a partnership with the New England District U.S. Army Corps of Engineers. We have signed a formal partnership in education to encourage and enhance the study of STEM disciplines in the Concord Schools to provide a framework to pursue cooperative educational collaboration.

**X. CITIZENS' COMMENTS**

1. Louis Salemy, 68 Great Meadows Rd., Concord. Mr. Salemy stated as was noted at tonight's meeting the school district recently completed a \$30,000,000 short term bond offering and will pay an effective interest rate of 10 basis points and the district has maintained an Aaa rating from Moody's. Mr. Salemy stated that he has many years of financial experience and a strong background in finance. Mr. Salemy stated that the district's financial management is viewed favorably by investors. Mr. Salemy also stated that regarding legal fees and lawyers, the use of Ropes and Gray has saved the district hundreds of thousands of dollars.

**XI. ADJOURNMENT**

A motion was made by Mr. Benincasa, seconded by Ms. Boynton, for CSC and a motion was made by Ms. Boynton, seconded by Ms. Boynton, for CCSC to adjourn the meeting. The motions were unanimously approved and the meeting adjourned at 10:00 PM.

Respectfully submitted,

Sally W. Ferguson  
Approved: 06/25/14

Abbreviations:

CSC	Concord School Committee
CCSC	Concord-Carlisle Regional District School Committee
CPS	Concord Public Schools
CCRS	Concord-Carlisle Regional School District
CCHS	Concord-Carlisle Regional High School
CEF	Concord Education Fund
FF&E	Furniture, fixture and equipment