



Present: Tracey Marano, Chair, CCSC; CSC  
Carrie Rankin, Vice Chair, CSC; CCSC  
Courtland Booth, CSC; CCSC  
Cynthia Rainey, CSC, CCSC  
Sharon Whitt, Vice Chair, CCSC  
Sara Wilson, CCSC  
Ayesha Lawton, CPS METCO Rep

Absent: Alexa Anderson, Chair, CSC; CCSC  
Domingos DaRosa, CCHS METCO Rep

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

**I. CALL TO ORDER**

Ms. Marano called the CCSC meeting to order at 6:00 PM, noting that it was being recorded, and Ms. Rankin then called the CSC meeting to order.

**II. CCHS STUDENT UPDATE**

CCHS Student Senate members Harry Crowley and Felicity Zhang provided updates from CCHS: students are concerned about lack of transparency about next year’s bell schedule, midterm week was challenging for students, Student Senate is preparing for upcoming spring events, auditions are starting for WIQH’s “IQH Fest”, and Q3 is off to a good start. Dr. Hunter noted that they are working on a communication plan around the bell schedule to be sent out shortly.

**III. PUBLIC COMMENT**

1. Kristen Hagerty, 95 Revolutionary Road, Concord MA. Ms. Hagerty asked the SC to address its plans to implement and develop a policy around incident reporting of micro aggregations and other racial incidents.
2. Erin Fife, 174 Hill Street, Concord MA. Ms. Fife thanked the SC for the DEI presentation the previous week, noting how informative it was. She asked what the next steps would be after the audit. Ms. Fife also noted that she was hoping that the SC coffees would continue in the spring.

**IV. BUDGET WORKSHOP WITH MASC REP TRACY NOVICK**

MASC field rep Tracy Novick presented on school committee roles as related to the budget. She stated that the budget is one of the core functions of the SC, noting the importance of transparency of the budget funds and allocations for the public. She stated that the SC awards a contract to the superintendent or school business administrator for periods not exceeding six years. She stated that the SC’s role with the budget process is at a high level and the business administrator handles the day-to-day budget functions.

Ms. Novick stated that the vote of the legislative body of a city or town establishes the total appropriation for the support of the public schools, but may not limit the authority of the SC to determine the expenditures within the total appropriation. She stated that the SC has the authority to transfer amounts between line items in the budget and cannot delegate this authority to any other municipal board or officer. She stated that these budget conversations need to occur in public meetings and not during executive session. Mr. Booth noted that the SC does not preapprove many of these transfers due to timing and asked if preapproval would ever be necessary. Ms. Novick stated that the transfers should be approved prior to happening, but noted that this is why the cost center are as big as they are. Dr. Hunter noted that the transfers tend to stay within the cost centers, but that changes outside of that are brought to the SC at the end of the

year. Mr. Conry noted that it might be best practice to have the SC approve transfers in arrears on a quarterly basis. Ms. Novick noted the importance of making sure the business office is well staffed.

Ms. Novick stated that the SC may accept grants or gifts for educational purposes, which then become property of the school district by virtue of accepting the gift. Regarding PTO's, Ms. Novick stated that the SC would need to accept the funding given to the PTO once available in grant form.

Ms. Novick stated that the SC is part of a larger system of checks and balances, noting that they need to approve and transmit to the town accountant as often as once each month all bills, drafts, orders and pay rolls chargeable to the respective appropriations of which they have the expenditure. She stated that there are many different warrant processes, recommending that members have a basic understanding of what they are signing if they are a warrant signer. Regarding only one or multiple warrant signers, she stated that as long as everyone is comfortable and the process works, it does not matter, although it does not take away the responsibility of every member of the committee.

#### **V. READING OF THE MINUTES**

A motion was made by Mr. Booth, for both CSC and CCSC, seconded by Ms. Rainey, for both CSC and CCSC, to approve the 12.6.22 minutes. The motion was unanimously approved.

#### **VI. CORRESPONDENCE**

Ms. Rankin stated that CSC received one piece of correspondence following the DEIB meeting. Ms. Marano stated that CCSC received three pieces of correspondence: two from the same person regarding the DEIB workshop and the third piece from a student.

#### **VII. CHAIRS AND SUPERINTENDENT REPORT**

Ms. Rankin stated that she, Mr. Conry, Ms. Anderson and Dr. Hunter would be meeting with members of the Concord Finance Committee the following day regarding the budget delta in the CPS budget.

Ms. Marano stated that the DEIB workshop was great, noting that a report would be submitted to the district and would be pushed out to everyone. Regarding the cell tower at the CCHS campus, she stated that surveyors would be coming out to look at the campus and then they would be meeting with Verizon to discuss the findings. Ms. Marano stated that she and Ms. Anderson would be hosting a chairs roundtable of area school committee chairs the following day. Ms. Wilson stated that the Education Funds from several towns are organizing similar support groups.

Dr. Hunter stated that the state of MA is creating an emergency homeless shelter at the Best Western hotel by the Concord rotary, noting that DESE has been working with the Department of Housing and Development to give some lead-time to the school districts. She stated that she does not have any other information at this time but has begun discussions around transportation and possible supports that may be needed for the families. Ms. Wilson asked when needs would be able to be shared out with the community to support the families and Dr. Hunter stated that they hope to share information out to PTGs once more information is received. Dr. Hunter noted that under the McKinney-Vento Act, if a student loses housing in their original community and move to a shelter in a different community, they are assured a place in their home school community. She stated that, if that were the family's choice, the district would work with their school district to cost share and arrange special transportation.

#### **VIII. DISCUSSION**

A. Committee Assignments. Ms. Marano reviewed the SC assignments, noting that the Superintendent Evaluation would be completed by May 1<sup>st</sup>.

- Bargaining Secretaries – Ms. Rainey and Ms. Marano
- Bargaining Maintenance – Ms. Rankin and Mr. Booth
- Director of Student Services Hiring – Ms. Marano
- Superintendent Evaluation – Ms. Wilson and Ms. Anderson

B. Second Reading SC Policies. Ms. Rankin stated that she reviewed the cross references in the policies since the last meeting, noting that she has not heard from anyone in the community or on the SC with any comments since the last meeting at which the policies were presented.

C. FY23 Budget Update. Mr. Conry stated that the budget is in a decent place, noting that the negative adjustment in the District Leadership category reflected the restructuring of the METCO staff. He stated that the Instructional Leadership category includes the funding of a speech language pathologist to meet student needs at CCHS and the Other School Services category change is being driven by transportation. He stated that the Programs With Other Districts line savings is in part to bringing a student back in district. Mr. Conry noted the need for a new maintenance truck, with costs shared between both districts. Mr. Conry suggested, in the future, buying buses instead of leasing them due to the increase in interest rates.

**IX. ACTION ITEMS**

A. Vote to Approve SC Policies. A motion was made by Ms. Rankin, for both CSC and CCSC, seconded by Mr. Booth, for both CSC and CCSC, to approve SC Policies KBA, KBBA, KBE, KCD, KDB, KDD, KHA, KHB, and KI (as discussed) and remove KBBA-E, KBBA-R, KCB, KCDA, KCDA-R, KHE, and KJA. The motion was unanimously approved.

B. Vote to Surplus Vision Machines. A motion was made by Ms. Rainey, seconded by Mr. Booth, to donate 5 vision machines, as outlined, to the Lions District 33N Visual Aids Foundation. The motion was unanimously approved.

**X. ADJOURNMENT CCSC**

Ms. Marano adjourned the CCSC meeting at 7:57 PM.

**XI. DISCUSSION**

A. CMSBC Update. Ms. Rankin stated that over 1,200 people came to the Special Town Meeting and overwhelmingly approving the additional funding for the middle school. Mr. Booth noted that the CMSBC would be looking at the alt deduct list on Thursday morning. Dr. Hunter noted that Mr. Conry was working on the prequalifications with the vendors. Ms. Rankin noted that the town vote would be February 16<sup>th</sup>.

B. FY23 Budget Update. Mr. Conry stated that the IDEA Grant Funds have been applied to offset special education expenses and all prior year circuit breaker carry over funds to offset special education expenses have been applied as well. He stated that all ARPA funds and ESSER 2 have been spent down and ESSER 3 funds have been allocated to be used as planned. He stated that Instructional Leadership change is related to classroom teacher salaries due to savings on replacement hires and leaves of absences, which is offset by additional special education tutors and assistants to support the intensive needs programs. He noted that they have added a full time BCBA and a one to one nurse for transportation. He stated that the fixed charge increase is for insurance costs for workers in property and liability. Regarding Programs with Other Districts, he noted the increase of \$42,000, stating that they are planning to use an additional \$100,000 in current year circuit breaker to offset the deficit of \$199,000. He noted that they are anticipating being able to offset the remaining \$100,000 through identifying some reductions to other budget lines. He stated that, overall, CPS is in okay shape due to being able to leverage the ESSER funds.

**XII. ACTION ITEM**

A. Vote to Approve Amended Amount in CMS Field Warrant Article. Ms. Rankin stated that the Town of Concord requires that the warrant article be in the amount of thousands, not the dollar amount that the CSC had previously approved. Mr. Booth recommended waiting until Ms. Anderson was present to vote and Dr. Hunter noted that the town was holding the warrant to go to print due to this vote. A motion was made by Ms. Marano, seconded by Ms. Rankin, to amend the amount in the already approved warrant article approved by The Concord School Committee on December 20 from \$1,802,271 to \$1,802,000 as required by the Bond Council and the Town of Concord. The motion was unanimously approved.

**XIII. ADJOURNMENT CSC**

Ms. Rankin adjourned the CSC meeting at 8:22 PM.

Respectfully submitted,

Erin E. Higgins

Approved: 2.28.23

Abbreviations:

CCACE	Concord Carlisle Adult and Community Education
CCHS	Concord-Carlisle High School
CCRS	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
CPS	Concord Public Schools
CSC	Concord School Committee
CTA	Concord Teachers Association
DEIB	Diversity, Equity, Inclusion and Belonging
ELA	English Language Arts
FINCOM	Finance Committee
MTSS	Multi-Tiered System of Supports
PD	Professional Development
SC	School Committee
SEPAC	Special Education Parent Advisory Council
YRBS	Youth Risk Behavior Survey