

JOINT SCHOOL COMMITTEE MEETING  
Committee

Concord School Committee  
Concord-Carlisle School

Concord-Carlisle High School  
Concord, MA  
June 14, 2005  
7:00 PM

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### Minutes

PRESENT:

Ms. Rebecca Shannon  
Ms. Betsy Bilodeau  
Ms. Nicole Burkel  
Mr. Michael Fitzgerald  
Ms. Jan McGinn  
Mr. Patrick Sinnott  
Mr. Jerry Wedge

PRESENT FROM ADMINISTRATION:

Dr. Brenda Finn, Superintendent  
Mr. John Flaherty  
Ms. Diana Rigby

I CALL TO ORDER AND GREETING

The meeting was called to order by Mr. Sinnott at 7:05 p.m.

Mr. Fitzgerald stated that 2 over-rides passed is an event, he is thankful for getting them passed. He welcomed back Nicole Burkel.

II READING OF THE MINUTES

A MOTION was made by Mr. Wedge and seconded by Ms. McGinn to approve the minutes from the Joint School Committee meeting held May 24, 2005. The MOTION was unanimously approved.

III CORRESPONDENCE

Dr. Finn stated the School Committee is invited to a FinCom workshop on August 11 at the Town House at 7:30.

IV RECOGNITIONS

A. Red Flags & Resources: Thank you to Barbara Howland and the Alliance for Teen Safety

Dr. Finn recognized Barbara Howland for her work. This is a great resource where parents can go for help. Dr. Finn presented Ms. Howland with a certificate.

Ms. Howland stated it is exciting to be a part of a coalition in including other communities.

B. CCHS

Mr. Dulong recognized Kate Richmond for a job well done at graduation.

Mr. Dulong also recognized Louise Coleman, secretary. She does so many things for so many people. She produces things by herself that it looks like 10 people worked on.

Mr. Dulong read a thank you letter from David Froman, Dickinson College, which commended the staff and students at the high school.

V ACTION ITEMS

A. Vote to approve School Committee Meeting Dates for 2005-06

Mr. Fitzgerald suggested two meetings be held in Carlisle, a fall and a spring meeting. It was decided the October 25 and May 23 meetings would be held in Carlisle. It was also decided to change the start time to 6:30 p.m.

A MOTION was made by Mr. Fitzgerald and seconded by Ms. McGinn for CCSC and a MOTION was made by Mr. Sinnott and seconded by Ms. Bilodeau for CSC to approve the School Committee calendar for the year 2005-06. The MOTION was unanimously approved.

B. Vote to accept resignation of Chuck Brown from the CCHS Feasibility Study Committee

A MOTION was made by Mr. Fitzgerald and seconded by Mr. Wedge for CCSC to accept the resignation of Chuck Brown from the CCHS Feasibility Study Committee with regret. The MOTION was unanimously approved.

C. Vote to approve appointment of Christine McCaffrey-Clark to the CCHS Feasibility Study Committee

A MOTION was made by Mr. Fitzgerald and seconded by Mr. Wedge for CCSC to appoint Christine McCaffrey-Clark to the CCHS Feasibility Study Committee. The MOTION was unanimously approved.

D. Request permission to plan an exchange trip to France

Michele Morgan requested approval to plan an exchange to France. She would like to continue this exchange and plan for next year.

A MOTION was made by Mr. Fitzgerald and seconded by Ms. McGinn for CCSC to approve the planning of an exchange trip to France.

Mr. Wedge asked how many students would go, would there be scholarship money available. Ms. Morgan stated it is slated for about 16 students, but as many can go that want to.

The MOTION was unanimously approved.

E. Request permission to plan trip to the Hawaiian Volcanoes

Mr. Yuhus stated he took 15 students to Hawaii with him this year. All the kids loved it. He would like to plan a return trip for 2006.

A MOTION was made by Mr. Wedge and seconded by Ms. Bilodeau for CCSC to approve the request of Jeffrey Yuhus and Ray Pavlik to plan a trip to the Hawaiian volcanoes. The MOTION was unanimously approved.

Laura Antikoviak requested permission to plan a trip to Puerto Rico. She would like this year's to be a trip, and hope to see an area for an exchange in the future.

A MOTION was made by Mr. Fitzgerald and seconded by Ms. McGinn for CCSC to authorize planning for a trip to Puerto Rico.

Ms. McGinn asked the estimated cost of the trip and would scholarships be available. Ms. Antikoviak stated the estimated cost is \$2800-3000. Two years ago, 3 students requested scholarship money and it was made available.

The MOTION was unanimously approved.

F. Request permission to initiate concert band trip to Japan

This request is similar to last year's trip.

A MOTION was made by Ms. Bilodeau and seconded by Mr. Wedge for CCSC to approve the request of Al Dentino to initiate planning for a concert band trip to Japan in spring 2007. The MOTION was unanimously approved.

G. Approve revised 2005-06 school calendar

Ms. Rigby stated on behalf of the K-5 staff, they would like the professional development day rescheduled from December 8 to January 17. They feel the December 8 date is too early.

A MOTION was made by Mr. Fitzgerald and seconded by Mr. Wedge for CCSC and a MOTION was made from Ms. McGinn and seconded by Mr. Sinnott for CSC to approve the change in the K-5 professional development day from December 8 to January 17, 2006 for 2005-06 calendar.

Is there a concern about turnout after a long weekend? Mr. Sinnott asked the School Committee be updated as to the turnout for that professional development day.

The MOTION was unanimously approved.

## VI REPORTS AND ISSUES FOR DISCUSSION

### A. Melanson & Heath Auditors: Presentation of annual financial statements

Frank Byron presented the independent auditors report. This is the second year in a row there is a clean opinion. He discussed various pages throughout the report. He stated the Excess and Deficiency number is 4.8 percent, which is a healthy number. He stated the budget is a tight budget but they did not overspend their budget.

Mr. Sinnott asked in comparison to other school districts, how does the report look? Mr. Byron stated it is very high, near the top. Mr. Angel stated the conditions of the accounting records are maintained very well.

Dr. Finn thanked Mr. Flaherty and his staff in the business office.

### B. ActivBoard Demonstration

Mr. Yuhas presented a demonstration using the ActivBoard.

Mr. Sinnott asked how many ActivBoards would be used in the high school, and where? Currently, there are 2 per department. The Foreign Language department all want to use them, the math department likes to use them. The English and Social Studies departments are a little slower.

By September there should be 20 at the high school. There are 6 in the budget; fundraising has been extremely helpful in obtaining the rest.

### C. Update on STEP

Al Weinstein introduced the teachers. Patty Brinton gave a general overview and distributed sample schedules. Amy Spound discussed social studies, testing, and study skills. She distributed a typical assignment. Patty Brinton discussed the English program. Jill Curry discussed career development.

Ms. Burkel asked who else has this kind of a program. Acton/Boxborough has one similar to this.

Mr. Fitzgerald asked the graduation rate. Five students graduated, and cleared all the requirements.

#### D. CCHS Feasibility Study Progress Report

Nancy McJennett discussed the 3 outcome results. With renovation only, there are still physical inadequacies in the building. With renovation and addition, the educational requirements are addressed for the next 50 years but there is major disruption and a lengthy time commitment. There also is a new auditorium and gymnasium. With new construction, we keep the fields and the existing building. The next steps, the committee will decide the preferred option and present it to the School Committee.

Mr. Wedge stated this is the culmination of 9 options.

Ms. Shannon stated are there health concerns with students in the building during construction? The areas are sealed off so dust is controlled.

Mr. Fitzgerald stated we also need to look at the schedule. The building should have the least amount of disruption on students.

Ms. Burkel asked how long the renovation carries us. Ms. McJennett stated it doesn't, there still is not enough classroom space.

Ms. Bilodeau stated in the final report, we will have a full understanding of what portions of the building will remain and what will be new.

Mark Howell, Finance Committee, stated he is pleased that option 1 realistically looks at the need for space. It doesn't fit the charge.

Mr. Sinnott thanked the committee and is looking forward to the presentation.

#### E. Update on Water Testing in District Schools

Mr. Flaherty stated the test was done as a result of Town Meeting. Out of 135 fixtures, 10 failed, meaning 90% passed. Remediation efforts are needed for 3 fixtures: boiler room at high school, soup kettle kitchen, one at Willard. These will be valved off. Mr. Flaherty will send a report to the Board of Selectmen and the plans for remediation. This will be our responsibility in the future to test annually.

#### VII OLD BUSINESS

Mr. Wedge stated the Thoreau building project is going very well.

#### VIII SUPERINTENDENT'S REPORT

##### A. Retiree Reception: June 16, 3:30 p.m. at Alcott School cafeteria

Dr. Finn stated this is a reception for CPS and HS retirees.

##### B. School Committee member list 05-06

This is an updated list.

C. Ribas Associates – Administrator Workshops 2005

This is a 4 ½ day workshop for the administrative team.

D. Election results

The tally is included.

E. School Committee Summer Workshops

This is an FYI reminder; we will work on goals for the coming year.

X ADJOURNMENT

With no other business, a MOTION was made by Mr. Fitzgerald and seconded by Mr. Wedge for CCSC and a MOTION was made by Ms. Bilodeau and seconded by Mr. Sinnott for CSC to adjourn the Joint School Committee meeting at 9:50 and move into Executive Session for the purposes of negotiation. The MOTION was unanimously approved by roll call.

Respectfully submitted,

Laura O'Sullivan

APPROVED: 7/26/05