Committee members present: Barb Higgins, chair (arrived 6:00 p.m.), Jennifer Patterson, Rusty Cofrin, Tom Croteau

Other Board members present: Kass Ardinger, member-elect Alana Kimball

Administrators present: Superintendent Christine Rath; Assistant Superintendent Donna Palley; CHS principal Gene Connolly; Director of Physical Education and Sport Steve Mello; CHS Assistant Principal Ben Greene

Jennifer Patterson began as chair and convened the meeting at 5:30 p.m.

Coaching Positions

Steve Mello, Director of Physical Education and Sport, presented a proposal to split one winter track head coaching stipend for two co-coaching positions for girls and boys winter indoor track.

The Committee voted 3-0 to recommend to the full Board approval of the use of a single stipend of $3,731 for two stipends for co-coaches for winter track (moved by Ms. Patterson, seconded by Rusty Cofrin).

Mr. Mello also proposed to reallocate funds from an unused fall coaching stipend to fund a new (Group 14, Step 3) winter season position to support the increased enrollment in Rundlett XC skiing. Tom Croteau and Rusty Cofrin both supported the increase in supervision for this sport.

The Committee voted 3-0 to recommend to the full Board approval of the proposal to reallocate funds from an unused fall coaching stipend to fund a new (Group 14, Step 3) winter season position to support increased enrollment in Rundlett XC skiing (moved by Mr. Croteau, seconded by Mr. Cofrin).

Course Proposals

Physics

Principal Gene Connolly proposed to eliminate the two courses, Conceptual Physics and Mathematical Physics, and just offer one course, Physics. Mr. Connolly noted that some students could elect to take AP Physics without taking Physics; Physics would not be a prerequisite for AP Physics. In addition, sophomores may request to take AP Physics.

The Committee voted 3-0 to recommend to the full Board approval of the one course, Physics, and to allow students who are ready to take AP Physics without taking Physics (moved by Ms. Patterson, seconded by Mr. Croteau).
Big History

Donna Palley presented the proposal for a new social studies course, *Big History*, as an elective offering for students in grades 9 and 10. The course focuses on teaching students to see common themes and patterns throughout history with an emphasis on students making connections between many different disciplines. The course targets many of the Common Core standards including close reading and evidence based writing. The *Big History* project provides a free online set of course materials that include a comprehensive set of videos, readings, “infographics” and classroom activities for students and teachers. There is no cost for the materials.

The Committee voted 3-0 to recommend to the full Board approval of a new course, *Big History*, as an elective for students in grades 9 and 10 (moved by Mr. Croteau, seconded by Mr. Cofrin).

AP Music Theory

CHS Assistant Principal Ben Greene presented the proposal for a new course, *AP Music Theory*, which is part of the AP program for students who are looking for a deeper understanding of music and for students who may be interested in majoring in music in college. *AP Music Theory* will be a two-semester course, typical of an introductory college music theory course. The course will cover topics such as musicianship, analysis, aural skills, theory, musical materials and procedures. Prerequisites include experience performing on a musical instrument, singing, or completing the course *Music Theory 1*. Barb Higgins arrived at 6:00 p.m. and spoke to the strength of the music department throughout the district.

The Committee voted 4-0 to recommend to the full Board approval of a new course, *AP Music Theory* (moved by Ms. Patterson, seconded by Mr. Croteau).

New Minimum Standard Requirement for Math and Language Arts

Ms. Palley explained that the new standards now require that students engage in math and language arts “experiences” each of the years they are enrolled in high school, even if they have completed the required courses. For math, engagement may be in courses in which math is integrated or applied. Ms. Palley’s review of the programs of current seniors indicated that there would be a handful of students who are not currently meeting this requirement. Most students are already meeting this requirement. It is not clear yet whether this requirement will apply to current students at CHS or begin with incoming freshmen, or whether it is a semester or full-year requirement. We currently require four years of English, so most students would already meet this requirement for a language arts experience each year.

Online Learning

Ms. Palley also noted that the administration is considering creating a space at CHS where students could take an online class. We may need to request personnel to support this effort at budget time.
Enrollment Report

Dr. Rath presented the 2014-2015 enrollment report. At the beginning of the printed report is a brief narrative that highlights the information.

The district’s Fall 2014 enrollment, as of mid-October, was 4,568 students, 31 fewer students than fall 2013. The largest decrease came at Concord High, although the decrease was less than we anticipated. There was a small increase at Rundlett, and the elementary came in very close to last year’s enrollment.

The history of elementary enrollments reveals that certain schools have decreased or increased over the past 10 years, with consistent patterns at Abbot-Downing, Christa McAuliffe and Beaver Meadow, decreasing 17-18% over those years, while enrollments at Broken Ground and Mill Brook increased. Some of the increase at Broken Ground and Mill Brook could be related to the fact we locate our program for new American students at those schools.

Most of the elementary class sizes trend toward the lower end of the class size range, especially at the upper end of the grade span. The elementary student-teacher average this year is 20.6, a little higher than the last two years, but still very reasonable.

The fall enrollment at Rundlett was 1,011, an increase of 32 students. Over ten years, we’ve lost a little over 200 students at this level. Average class sizes fall well within the Board’s class size range. The music enrollment in performing groups continues to be strong, with significant participation in the band, orchestra and chorus.

The high school overall enrollment this fall decreased by 56 students but we had projected a decrease of over 100 students. The decrease is largely influenced by the incoming freshman class, which was smaller than the previous class. Over 10 years, the high school has decreased by about 250 students. Average class sizes are well within the Board’s guidelines. There is one section of Advanced Algebra 2 that was at 31 in October, and a few classes that came in under 15. There is increased enrollment in Science over the last 10 years.

With respect to the new courses added at CHS this year, there are four sections of the Coding class each semester. There is one section of Digital Life. There is also one section of Senior Math and one section of TAC Math being offered this year. These math courses are courses that are connected to the Community College system.

The CRTC enrollment for Concord students of 520 students represented a decrease of 22 students. Graphics Arts has a smaller enrollment this year than in previous years. Graphics 1 and Graphics 2 are being offered as one combined course during one period of the day. Hillsboro-Deering and John Stark have sent fewer students to the CRTC this year.

In special education, we serve 696 students, or about 15% of our population. A high percentage is seen in grade 12, but this reflects students who remain in school until age 21. The enrollment at the Strong Foundations Charter School decreased by 15 students. The Diploma Academy has seen consistent enrollments from year to year.
We have 326 students in our ELL program this year, or 7% of our population. This number increased by 30 this year. We will likely have a budget proposal for an additional teacher for ELL. We do transport some students from other neighborhoods to Broken Ground School for an elementary ELL program.

A similar number of students moved into our schools this year as moved out. Kass Ardinger suggested that we keep track of numbers of students over time who leave the high school to attend private school.

The students placed out of district for special education are not included in the enrollment report; we should include these numbers in the future.

**Staffing Report**

Dr. Rath discussed the staffing report. We have 787 full time equivalent staff. We saw a decrease of 4.5 elementary teachers. We added an LPN at one elementary school. We added additional tutors, and part time office assistants for each of the elementary schools. The net change at the elementary was 2.92 staff.

At the middle school, there was very little change, with a net decrease of .5. The most significant reductions were at the high school where there was a net decrease at the high school of 8.8 staff. We decreased 11.92 classroom positions. We did add a .9 for digital education and .5 for technology integration. There are several part time positions added through grant funds in the CRTC. We added 7.62 at the district level, most of which are funded through grants.

Ms. Higgins raised a concern about substitutes for educational assistants and for teachers. Dr. Rath described the new online system we’re using, which have resulted in some glitches in finding substitutes. Ms. Higgins asked about the reduction of one permanent substitute at RMS and asked that the administration look at this.

Dr. Rath noted that the information in the enrollment report informs budget proposals.

Respectfully submitted,

Christine Rath, Donna Palley, *recorders*