

**SCHOOL COMMITTEE MEETING  
AGENDA  
WEDNESDAY, JULY 8, 2020  
8:30 A.M.**

Per Governor Baker's order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, the public will not be allowed to physically access this School Committee meeting. Members of the Public can access this meeting via live stream at:

<https://us02web.zoom.us/j/82468631455?pwd=a0V5b0ZWZTJCRHIF0FBtN3N3R1podz09>

Meeting ID: 824 6863 1455

Password: 90JNeY

The School Committee reserves the right to implement additional remote participation procedures and will notify the public of these procedures as soon as practicable. Public comments are welcome via the chat box. Questions/Comments will be read and answered by the School Committee via live stream.

**I. Call to Order**

Chair announces the meeting is being recorded.

**II. Committee Reorganization**

**III. Review/Approve Minutes**

A. Meeting of June 19, 2020

**IV. Information/Discussion Items**

A. 8:45-8:55: School Closure Update

B. 8:55-9:05: New Member Update

C. 9:05-9:15: New Member Training: <https://www.masc.org/publications/bulletins/177-june-2020/file>

D. 9:15-9:30: Committee Handbook

**V. Members'/Committee Reports as Needed**

**VI. Warrants**

A. Accounts Payable Warrant #9820; \$174,655.76

B. Payroll Warrant #9620; \$301,863.58

C. Accounts Payable Warrant #9420; \$43,902.92

D. Payroll Warrant #9520; \$428,564.40

**VII. Action Items**

**VIII. Public Comments**

**IX. Adjourn Meeting**

The agenda items listed are those that the Chair reasonably anticipates will be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. All School Committee meetings may be recorded via audio and video by the School Committee.



# Carlisle Public Schools

To: Carlisle School Committee  
From: James F. O'Shea, Superintendent  
Date: July 8, 2020  
Subject: Seating of School Committee and Election of Officers

Each year at the first School Committee meeting following the town election, the first order of business is to seat the new School Committee, elect its officers, and make other necessary appointments.

After I provide a call to order of the Committee, I will request that a School Committee member make a motion to seat the Carlisle School Committee members by name. Following this, I will make a request for nominations for the Committee Chair. Once the election of the Chair is complete, that person will ask for nominations for Vice Chair and will run the rest of the meeting. Other appointments will then be made. The appointments that require a vote, in addition to the Chair and Vice Chair, are the appointment of the SC Recording Secretary, the appointment of the Treasurer for the Carlisle School District, the appointment of the members of the Regional School Committee and the appointments to EDCO. Other appointments may be discussed and agreed upon, but do not require a vote.

The following are the motions and process to follow for this agenda item:

1. Seating of School Committee members

A motion should be made by a SC member to “recognize **Amanda Comperchio, Jack Huntress, Christine Lear, Eva Mostoufi and Sara Wilson** as members of the Carlisle School Committee.”

2. Election of School Committee Officers

Nominations will be accepted and voted on for School Committee Chair

Motion: To elect \_\_\_\_\_ as Chair of the School Committee

(Chair takes the gavel) Nominations will be accepted and voted on for Vice Chair

Motion: To elect \_\_\_\_\_ as Vice Chair of the School Committee

3. Appointment of SC Recording Secretary

Motion: To appoint **Nancy Anderson** as School Committee Recording Secretary

4. Appointment of Treasurer

Motion: To appoint **Anne Mahan** as Treasurer of the Carlisle School District

5. Appointment of Concord Carlisle Regional School Committee members

Motion: To appoint \_\_\_\_\_ and \_\_\_\_\_ as members of the Concord-Carlisle Regional School Committee

6. Appointment of EDCO Board member and EDCO Advisory Member.

Motion: To appoint **Jim O'Shea** as the EDCO Board Member and the EDCO Advisory Member.

7. Other appointments (votes not required)

The meeting will then return to the regular agenda.

DRAFT

**Carlisle School Committee**

Minutes

Friday, June 19, 2020

8:30 a.m.

Remote Meeting Via Zoom

Present Via Zoom – School Committee: Christine Lear - Chair, David Model, Eva Mostoufi, Sara Wilson, Shannon Lavery.

Present Via Zoom – School Administration: James O’Shea, Superintendent; Matt Mehler, Middle School Principal; Dennet Sidell, Elementary Principal; Lori Bruce, Director of Student Support Services; Susan Pray, Business Manager; Rob Fortado, Supervisor of Buildings and Grounds; Nancy Anderson, Assistant to the Superintendent.

Meeting Documents:

|                                       |   |  |
|---------------------------------------|---|--|
| Minutes of June 12, 2020              | Minutes of June 16, 2020  | School Committee Summer Calendar               |
| School Committee School Year Calendar | MASC Resolution for Full State Funding for COVID Related Expenses | MASC Resolution for Anti-Racist School Culture |

**Note: Per Governor Baker’s order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, the public was not allowed to physically access this School Committee meeting. Members of the Public were able to access this meeting via live stream at:**

<https://us02web.zoom.us/j/84728552313?pwd=dE9TYU96UVNacXBhRmF6RGxPTmFwZz09>

Meeting ID: 847 2855 2313

Password: 4@rVWR

**Public comments were posted via the chat box. Questions/Comments were read and answered by the School Committee via live stream.**

**I. Call to Order**

Chair Christine Lear called the meeting to order at 8:32 a.m. Ms. Lear announced that the meeting is being recorded.

**II. Review/Approve Minutes**

Mr. Model moved to approve the minutes of June 12, 2020; Ms. Lavery seconded the motion. There was no discussion. The following votes were taken in roll call: Lavery, aye; Lear, aye; Model, aye; Wilson aye. Ms. Lavery moved to approve the minutes of June 16, 2020; Ms. Wilson seconded the motion. There was no discussion. The following votes were taken in roll call: Lavery, aye; Lear, aye; Model, aye; Mostoufi, aye; Wilson aye.

**III. Information/Discussion Items**

Carlisle School Committee Minutes  
Meeting Date: 5/8/20

Approved:

Page 1 of 7  
Printed: 7/6/20

A. Update on School Closure. Mr. O'Shea congratulated Dr. Mehler on a wonderful 8<sup>th</sup> grade graduation ceremony. He also thanked the Casparis family for use of their property. It was a great celebration. The end-of-year car parade is this afternoon at 1:00. CCHS will continue to provide groceries throughout the summer. The main office will have open hours through the summer. We were able to return lost and found items to families; the rest will be donated. We will have an in person summer school program. The Performing Arts Center construction will continue. Summer Fun will take place at school. The School will also work with the COA to hold events. BTSTF will meet and communicate information to everyone. The Commissioner of Education is making an announcement on back to school protocols this morning at 9:30. We are still waiting for guidance. Town meeting will be this Saturday. It has been a challenging year but people have come together. Mr. O'Shea thanked everyone for their cooperation, understanding and support. We will be working toward a smooth school opening in the fall. Mr. Model shared that the region said the guidance on back to school protocols will occur next week, and once this happens, the School Committee may want to consider having a meeting, as this is a good portal for dissemination of information. Mr. O'Shea said he will share both the information he receives from the state and the BTSTF processed version for parents. Ms. Mostoufi asked if we are expecting to hear full information for opening in the fall; Mr. O'Shea said that we are expecting initial guidance. The guidelines will be broad; the state is looking for uniform protocols.

B. Special Recognition. Ms. Lear thanked Ms. Lavery for her time on the School committee and shared the following statement:

*Shannon came to the Carlisle School Committee and jumped in with both feet. She brought ideas and opinions, with knowledge and research. She grabbed the Visioning project with both hands and brought all of her talents to the task. Her insights and willingness to share her feedback - even when it didn't always agree with the rest of the table - made her an incredibly valuable member of the committee in a very short time. We relied on Shannon to bring her clear vision and sense that we were assembled to do what was right. For me personally, I have wanted Shannon on the School Committee since we ran against one another three years ago. She demonstrated the careful consideration of the job and shared a broad skillset that would be beneficial to the committee and the town. Shannon always broadened my thinking and made me want to be a better committee member. We are so grateful for all you accomplished in the year you spent with us. You have definitely moved the needle! We will miss you and wish you all the best.*

Ms. Wilson thanked Ms. Lavery for her short but critical time on the School Committee; visioning went so well with her guidance. She added that the Committee is sorry to lose Ms. Lavery but is lucky to have had her on board. Ms. Mostoufi said that Ms. Lavery has added so much to the School Committee. Her work on visioning has been so devoted. Ms. Mostoufi said she will miss her and hopes she can come back. Mr. Model shared the following:

*We (I) frequently say how Carlisle's strength is in its involved citizens. Well here is a real-world example:*

*About a year ago, I had groomed Melynda Gambino to succeed me as Committee Chair. In her first couple of months in that role, she had proven a good choice. I was happy. Unfortunately, she showed a glaring lack of judgement by moving with her family to*

*Concord! That put a hole in my boat—we had two freshman committee members at that time, and now we would have to find a third.*

*Then Christine, the Vice-Chair and soon to be Chair, had a brilliant idea—why don't we ask Shannon, who had run twice before, to take an appointment? I knew and liked Shannon- she had a strong background in EdTech and was understated in her accomplishments.*

*It turns out that last summer was also an important time for the School Committee on another front—we had settled a teacher's contract, weathered a strong debate on middle school structure, and had turned our attention to School Visioning. We needed someone to help us organize a loose collection of ideas and passions into a plan.*

*Shannon Mae stepped in. Boy did she step in! Her calm demeanor and experience was amazing. She listened and led. She did not act like a freshman. Once again, I was happy.*

*Now I am sad again, because the School Committee is losing a valued member.*

*Shannon's year with us was a gift, and her impact will be felt after she leaves. I wish her all the best.*

*But let's not end on a down note. I also want to praise my great friend Christine, who stopped crossing out the days on the calendar, prisoner-style, to re-enlist for another year and provide the needed bridging leadership as we recognize two new members. My other good friends on the Committee, Sara and Eva, have grown strongly confident in their roles in critical finance, policy, special education and regional duties. Having listened to the recent PTO debate, I can say all three candidates articulated thought and substance. The Carlisle School Committee will look different next year, but I am confident it will not act differently. We are Carlisle strong, and once again, this is because of its involved and committed citizens. I have been honored to be a part of this great Carlisle tradition.*

Ms. Lavery thanked everyone and is touched by all of the kind words. She added that in a time of turmoil, it has been enriching to work with the Committee and see the dedication and devotion that people bring. It's a lot of hard work.

Ms. Lear then thanked Mr. Model for his years of service on the School Committee. She read the following statement:

*David Model has been a School Committee member for 6 years. He has been in the game 100%, for every moment of those 6 years. David has a quick mind, a deep business sense and an even deeper love for our schools. Every contribution David made to every discussion we've had on the School Committee has the children of Carlisle at the center of his thinking. Which is why David was so effective in his role on the school committee. Having volunteered for many key committees in Carlisle, David brought his sense of what was right for the town, and assured that the Carlisle Schools approach our efforts, knowing that our needs must align with the needs and expectations of our town. He brought a great fiscal sense, understanding of public education, and a passion for the success for all of our children. We are fortunate that David will take his experience and background from his years on the School Committee to the Carlisle Board of Selectmen. Personally, David has been a generous mentor and friend to me on the school committee. When I was not well, he offered me care in support in gentle ways that meant a lot to me. When things changed in the composition of the school committee, David stood behind me and often nudged me to be the member and chairperson I needed to be. I will continue to*

*hear his council and reach out for his guidance for as long as I am on the school committee.*

*On behalf of former and current school committee members and the town of Carlisle, thank you for your steadfast service David.*

Ms. Lavery thanked Mr. Model for his tenure on the School Committee. She has a lot of appreciation for Mr. Model's dedication to the town with all of the committees he has served on, and looks forward to keeping informed of all of the work he will be doing.

Ms. Wilson said Mr. Model is all that is good about Carlisle; he is quirky, he approaches every situation with a thoughtful ability to present things as they are, he is intelligent and has flexibility and appreciation for other sides, he is community oriented, and he shows his dedication to the town. Through all of the committees and volunteer work that he has done, his approach is to do what is in the best long term interest of the town. She added that selfishly, she wishes Mr. Model could stay on School Committee but is lucky to have been on the Committee for one year with him. She is confident that the Town will continue to benefit from Mr. Model's community focus. Ms. Mostoufi said she never realized she would learn and grow so much with Mr. Model's mentorship and friendship. She added that Mr. Model is someone who is always looking to the future, he has an innovative mind and has been very valuable at the region. She knows Concord School Committee appreciates Mr. Model's knowledge and expertise. She said he will be greatly missed, but knows he will make a big impact on the Town in his next position.

Ms. Lavery added to the virtues of Mr. Model that he is no nonsense, but also committed to excellence and isn't afraid to push for it for our school and our students. He gave extra time to special education to make sure that area was getting the attention of the committee. She is glad she got know Mr. Model too, and hopes to stay in touch as he continues to provide service to the Town. Mr. Model thanked everyone and said he loves School Committee. He said we have been able to sustain a great group of people through all of his term; and we continue to get excellent people; it's a tribute to the Town. He will miss the interaction with the teachers and the administration; he was touched by all of the comments. Melissa McMorrow was recognized. She was at the meeting on behalf of other former School Committee members Bill Fink, Mary Storrs, Josh Kablotsky and Lewis Salemy. Ms. McMorrow echoed everything that everyone has said previously. She said Mr. Model came off FinCom after 9 years and stepped into the School committee void. Ms. McMorrow met him and that was the start of great relationship. She said very few people are more committed in Carlisle than Mr. Model, and everyone is so appreciative. She respected and enjoyed his mind, thought process, ability to change his mind, and the fact he was not afraid to take the unpopular position. She knows Mr. Model will continue to play a vital role, and thanked him on behalf of the Town and the former School Committee. There is nobody she would want on the BOS more than Mr. Model. Mr. O'Shea concurred with everyone, adding that Mr. Model is a straight shooter. Mr. O'Shea appreciates Mr. Model's honesty and business sense, and the belief that Carlisle School can do things in its own way, be leaders and make our school unique. Mr. O'Shea thanked Ms. Lavery saying that Visioning could not have made progress without her; she was the best facilitator possible.

- C. Visioning Update. Ms. Lavery presented the Visioning documents that were the result of a truly collaborative project and a team effort that reflects community values and input. She added that the Visioning group considered the School Committee objectives, made

sure all stakeholders had input, worked with the CCHS vision, and exposed the community to a broader vision through conversations with the Master Planning Committee. There were over 35 people involved, and the group met even more frequently through the school closure. Ms. Lavery thanked everyone who participated. It was noted that through the process, several key words emerged including community, teachers, project-based, diversity, wellness, kindness, empathy; there was a theme of well-being. The result was a new vision and mission for the Carlisle Public Schools.

**VISION & MISSION:**

- ❖ *Carlisle Public Schools cultivate balanced learners who can stand confidently with one foot in the field and the other in the future.*
- ❖ *We create a nurturing and individualized experience for our students and highly value personal relationships.*
- ❖ *We prioritize social-emotional and physical health.*
- ❖ *We include a project-based approach to help students develop their knowledge, skills, and interests.*
- ❖ *We provide multiple ways for students to demonstrate understanding and mastery, de-emphasizing state standardized assessments.*
- ❖ *Students engage in the classroom and in the community, with educators, local experts, and Carlisle's natural resources to understand how their studies can be applied to civic life to help solve local and global problems.*
- ❖ *We break down barriers between traditional subjects and create opportunities for students to develop their understanding of the world and extend their perspective and thinking beyond our town borders.*

The **Portrait of a Graduate** was presented next.

A CPS GRADUATE IS:

- *A resilient and adaptable lifelong learner who is empowered to pursue their interests.*
- *A self-aware and reflective individual who takes responsibility for their actions, outcomes, and learning.*
- *A caring, kind, and engaged global citizen who works to forward identified goals.\**
- *An advocate for social justice, who acts with skill and courage against prejudice and towards equity.*
- *A creative and competent problem solver, appreciative of diverse thinking.*
- *An independent thinker, willing to question the status quo and weigh the evidence.*
- *An effective communicator & collaborator who can work with diverse teams, listen, and articulate thoughts and ideas persuasively.*

\*Current goals are aligned with UN Sustainable Development goals.

Ms. Lear said that this work is exciting and energizing. Mr. O'Shea noted that it is a lot to process. Future steps include designing curriculum to reflect the new mission, vision and portrait of a graduate, implement curriculum, then review and modify as needed. Ms.

Mostoufi added that this is a very timely unveiling of the vision because the Town is going through master planning. She thanked the Visioning Committee for doing all of this work.

So many people came together to share experiences and we keep propelling our school to be



a leader. Mr. Model noted the timeliness of these documents, noting that the School norms were recently challenged. The Carlisle teachers and administrators have done an incredible job bringing remote learning tools to students. While it wasn't the same, it was not a lost semester and a lot was accomplished. Mr. Model looks forward to watching the next steps unfold. He said he is thankful for what was shared and it indicates what is great about the Carlisle schools.

- D. School Committee Summer Calendar and School Year Calendar. Ms. Lear reviewed the summer meeting dates, which are every two weeks starting on Wednesday, July 8 at 8:30 a.m. The proposed dates for the 2020-2021 school year were also proposed, a once a month meeting on the second or third Wednesday of the month at 7:00 p.m. This is the baseline schedule, and can be adjusted if circumstances warrant further discussion.
- E. MASC Resolution for Full State Funding for COVID Related Expenses. Ms. Lear read the resolution and motion. Ms. Wilson moved to waive the usual procedure of discussing a topic at one meeting and voting on it at the next for both resolutions, the resolution on full state funding on COVID related expenses and the resolution for an Anti-Racist School Culture; Ms. Lavery seconded the motion. The following votes were taken in roll call: Lavery, aye; Lear, aye; Model, aye; Mostoufi, aye; Wilson, aye. Mr. Model made a motion to accept the resolution on full state funding for COVID related expenses; Ms. Mostoufi seconded the motion. Mr. Model did not like the language in the resolution but believes this should be passed for solidarity with less fortunate districts. The following votes were taken in roll call: Lavery, aye; Lear, aye; Model, aye; Mostoufi, aye; Wilson, aye.
- F. MASC Resolution for Anti-Racist School Culture. Ms. Lear read the resolution. Ms. Lavery moved to accept the resolution for an anti-racist School Culture; Ms. Wilson seconded the motion. Mr. Model said the School has to work harder at engaging the underprivileged world of color that exists outside of Carlisle. Ideas include an exchange program with a sister town and field trips. How do we bring our children a cultural experience that gives them true empathy as they grow up? Ms. Lavery added that this is a bigger issue, and one mechanism to achieve some racial equity is to develop affordable housing in Carlisle. We need to live together and not import a few children. The following votes were taken in roll call: Lavery, aye; Lear, aye; Model, aye; Mostoufi, aye; Wilson, aye.

#### **IV. Members'/Committee Reports as Needed.**

There were no reports.

#### **V. Warrants**

A. Accounts Payable Warrant #9120; \$165,666.73

B. Payroll Warrant ##9220; \$373,404.15

These were not addressed last week so they were reviewed at this meeting.

#### **VI. Action Items**

- A. Bus Fee. We currently charge our 7<sup>th</sup> and 8<sup>th</sup> graders a bus fee of \$395. The School will realize savings this year and want to pass along the savings by returning \$100 to each family that paid a full transportation fee. Ms. Lavery made a motion to approve \$100 reimbursements to families that paid a full bus fee; Ms. Wilson seconded the motion.

## DRAFT

The following votes were taken in roll call: Lavery, aye; Lear, aye; Model, aye; Mostoufi, aye; Wilson, aye.

- B. FY21 School Budget. Mr. Model made a motion to accept the FY21 budget; Ms. Wilson seconded the motion. Mr. Model thanked Sue Pray, Linda Vanaria and the CTA for working to create the budget. Ms. Mostoufi added her thanks to the teachers and for everyone for their hard work, open conversation and compromising. The following votes were taken in roll call: Lavery, aye; Lear, aye; Model, aye; Mostoufi, aye; Wilson, aye.

### **VII. Public Comments**

Lori Bruce was recognized, and thanked her team, the general education teachers and the special education teachers. She was able to get through this year successfully because of the support from administration and the amazing faculty. She added that out of 115 IEPs , 112 were updated. 60 meetings occurred over Zoom. Ms. Bruce is very proud of her team; the IEP's have individualized goals and progress, people have a better understanding of disabilities, the staff embraced new assessments that they learned and tried different methodologies. She is so proud of a staff that looked at each child as an individual person. After the closure, her staff had multiple Zoom meetings with kids, helped them socially and emotionally, and continued the learning. Ms. Bruce is very proud to be part of this team, grateful for the opportunity and looks forward to next year. Camelia Rosca, Brook Street, thanked Mr. O'Shea. As a parent and a resident of Carlisle for 12 years, she said that we have never had a Superintendent that is so open to talking to the Community. Mr. O'Shea has accomplished incredible things in a very difficult time. He hired two exceptional administrators; Dr. Mehler has showed amazing results in the middle school and Ms. Bruce has made great strides in Special Education. She added that it was a pleasure to work with Ms. Lavery on Visioning, and thanked her for her hard work and understated ability.

### **VIII. Adjourn Meeting**

Ms. Lavery made a motion to adjourn the meeting; Ms. Wilson seconded the motion. The following votes were taken in Roll Call: Lavery, aye; Lear, aye; Mostoufi, aye; Wilson, aye. The public meeting was adjourned at 9:53 a.m.

Respectfully submitted,

Nancy Anderson  
Assistant to the Superintendent

CARLISLE SCHOOL COMMITTEE  
MEMBER HANDBOOK



In Pursuit of Educational Excellence for All Students  
Adopted:

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## Introduction

Welcome to the Carlisle School Committee. Thank you for serving on the Carlisle School Committee! Your commitment to serve the children of Carlisle is one of the most important responsibilities you can undertake.

In your role as a School Committee member, you will work with the other members of the Committee on a number of complex issues including setting goals and policy, deciding the budget, negotiating contracts, managing the Superintendent, and advocating at the local, state, and federal levels for our students. You are now a leader whose words and decisions will have a lasting effect on our Carlisle community. Central to your success as a member of the Committee is your ability to create and maintain effective working relationships with your fellow Committee members, Superintendent, other administrators and school staff, municipal leaders and staff, parents, students, and the community at large.

It is expected that you will share a commitment with the other Committee members to provide an exceptional educational experience for all students, a willingness to become well-versed in public education and the Carlisle schools, and a sincere desire to be a part of a high-functioning governing body that takes the responsibilities of public service seriously.

You are expected to work with the other Committee members as part of a unified team despite any differences in experience, education, political affiliation, or background. Your commitment and contributions are welcome.

### *Carlisle Public School Vision Statement*

The vision of the Carlisle Public Schools is to inspire intellectual and ethical excellence so our students are prepared to participate with integrity in a global community.

### *Carlisle Public School Mission Statement*

The mission of the Carlisle Public Schools is to provide a collaborative and caring community in which each student is known, understood, and valued so that students can learn to their fullest potential in a safe, inclusive environment with high expectations and clear standards for all.

### *Carlisle Public School Core Values*

Academic Excellence, Creativity, Respect, Responsibility

A fuller expression of these values would include...

- We always look beyond what we now know.
- We constantly work to know more.
- We are respectful toward all in our community.
- We use what we know to help others.

- We take responsibility for ourselves and for others.

## Scope of Authority

### **The School Committee:**

- is responsible for the evaluation of the Superintendent's effectiveness in their leadership over the operations of the district and all other assigned duties.
- will respect the district's chain of command and will expect all others to do the same. In addition, additionally, the single official 'voice' of the School Committee is the Chair or their designee.
- is responsible for exercising co-leadership with the Superintendent in the vision, planning, policy making, evaluation, and advocacy for the mission of continuous improvement of student achievement in the district.
- will advocate on behalf of the students and the district. And will work for the passage of new laws designed to improve student achievement and public schooling, and for the repeal or modification of existing laws that impede this progress.
- is responsible, on a regular basis, to evaluate the success of the district in achieving realistic goals for student achievement.
- members will present themselves in a professional manner that reflects positively on our schools, students, and Carlisle. We will lead by example and model the values enshrined in our schools and demanded of our students and staff.

### **The Superintendent:**

- is responsible for all operations as the Chief Executive.
- is responsible for the day-to-day operations of the district, including oversight of the hiring, professional development, evaluation, and resolution of personnel issues of all district staff, with the few exceptions of senior management noted by Massachusetts General Laws (MGL) that include input from the School Committee.
- will advise the School Committee on operation-related matters as needed.
- is the primary spokesperson for the district.
- is responsible for addressing any important questions and concerns from the school community. These may include issues of curriculum, facilities, personnel, and so

forth. The Superintendent is also responsible to ensure we are aware of their response.

- is expected to represent the staff, having received input from all stakeholders (principals, union leaders, administration, etc.) before presentations to the School Committee for decisions.
- is responsible for exercising co-leadership with the School Committee in the vision, planning, policy making, evaluation, and advocacy for the mission of continuous improvement of student achievement in the district.

## Meetings & Agendas

### School Committee Meetings

A School Committee meeting is a meeting of School Committee members held in public, and not a meeting with the public. Under the Massachusetts Open Meeting Law, these meetings are one of the few formats whereby we can legally deliberate with each other. We therefore need to preserve our ability to speak primarily to each other at these meetings.

Members of the public are encouraged and welcome to attend and/or view the meetings. As per policy and the Chair's prerogative, public comments are invited after the meeting call to order and prior to adjourning each meeting as numerated in each meeting agenda. The Committee will not typically engage in dialogue with the public in order to maintain effective and efficient meetings. However, topics raised by public participants may be placed on subsequent agendas at the discretion of the Chair and Superintendent.

The School Committee Chair will work with the Superintendent to set agendas for each meeting and to plan agenda topics for the upcoming year. The Chair should encourage recommendations for agenda items from other School Committee members and from the public. The content of each meeting agenda will focus and highlight student achievement and be tied to district goals.

Only the Committee as a whole has legal authority; no individual member has authority to take unilateral action. When attending other meetings, members may speak for themselves only and not for the School Committee, except when reporting a decision of the School Committee or otherwise authorized by the Chair. All members agree to support and uphold the decisions of the majority.

School Committee members are required to review agenda materials and, to allow for an informed response, are encouraged to notify the Superintendent and/or the Chair of any questions, concerns, or comments, they may have before the meeting. In the background

materials supplied to the School Committee prior to a meeting, the Administration should include a rationale for any decisions that will come before the School Committee for a vote. When these materials are not provided in a timely manner, we may discuss the issue, but we may postpone any relevant votes until we are ready to review and reflect on the background materials.

SubCommittees will focus on in depth on specific topics and to prepare for any presentations, deliberations, and possible actions by the School Committee.

All members of the Carlisle School Committee will honor the confidentiality of all executive sessions as per Massachusetts General Laws.

School Committee Meetings will abide by Robert's Rules of Order.

### **New Members**

A new member is to be afforded the Committee's and the staff's fullest measures of courtesy and cooperation. Committee and staff shall make every effort to assist the new member to become fully informed about the School Committee's functions, policies, procedures and problems.

Upon election or appointment, the new member needs to be sworn in by the Town Clerk. The Town Clerk will provide information on the on-line Ethics course which needs to be completed within two weeks. After completing the course, a receipt can be printed and brought to the Town Clerk's Office.

New members will meet with the Chairperson, Administrative Assistant, Superintendent of Schools for the primary purpose of introducing the new member to his or her responsibilities, to the Committee's method of operating, and to the district's policies and issues.

Each new School Committee member is required to complete at least eight hours of orientation training within one year of joining the Committee, This orientation shall include a review of School Finance, the Open Meeting Law, Public Records Law, Conflict of Interest Law, Special Education Law, Collective Bargaining, School Leadership Standards and Evaluations, the Roles and Responsibilities of School Committee Members, and any other appropriate information.

Massachusetts Association of School Committees (MASC) offers a course titled: "Charting the Course: An Orientation Program for New and Veteran School Leaders". Attendance at the Charting the Course program meets the eight hours orientation requirement for new school Committee members.



The School Committee and Superintendent shall assist each new member with understanding the Committee's functions, policies and procedures. Each new member shall be given access to:

- The School Committee Policy Manual
- The Open Meeting Law
- The Conflict of Interest Regulations
- The District's Budget
- Collective Bargaining Agreements and Contracts
- Student and Staff Handbooks
- Other relevant materials at the discretion of the Committee Chair or Superintendent

These materials can be found on-line or a physical copy can be requested. The Resources & References section at the end of this document contains links to the above materials and more, except for handbooks.

Each new member will receive the Carlisle School Committee Member Handbook and any other materials the Chair and/or Superintendent determine to be necessary.

Each new member should be advised of all memberships and resources available to them as a School Committee member.

### **Organization of the Committee**

The Chair of the School Committee has the same powers as any other member of the Committee to vote upon all measures coming before it, to offer resolutions and to discuss questions. They will perform those duties that are consistent with their office and those required by law, state regulations, and this Committee, In carrying out these responsibilities, the Chair will:

- Sign the instruments, acts, and orders necessary to carry out state requirements and the will of the Committee,
- Develop School Committee agendas with the Superintendent.
- Confer with the Superintendent on crucial matters that may occur between Committee meetings.
- Appoint subCommittees, subject to Committee approval.
- Call special meetings of the Committee as found necessary.
- Be the public spokesperson for the Committee at all times except when the chair specifically delegates this responsibility to others.

- Be responsible for the orderly conduct of all Committee meetings.

As the presiding officer at all meetings of the Committee, the Chair will:

- Call the meeting to order at the appointed time.
- Announce the business to come before the Committee in its proper order.
- Enforce the Committee's policies relating to the order of business and the conduct of meetings.
- Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference.
- Explain the impact of a motion if it is unclear to members.
- Restrict discussion to the question when a motion is before the Committee,
- Answer all parliamentary inquiries.
- Put motions to a vote, stating clearly the vote and result.

The Vice Chair of the School Committee will act in the absence of the Chairperson as the presiding officer of the Committee and will perform other duties as may be delegated or assigned to him/her.

Clerk The Clerk will keep or cause to be kept an accurate journal of all School Committee meetings; will comply with state law and Committee policy regarding notification of meetings; and will render such reports as may be required by the state or the town.

### **Professional Development**

All members are encouraged to utilize the services and resources that the Massachusetts Association of School Committees (MASC), the National School Board Association (NSBA), and the Department of Elementary and Secondary Education (DESE) provide by attending meetings or workshops specifically designed for school Committee members. The School Committee is committed, both individually and as an organization, to the principles of continuous improvement and ongoing education.

In order for the School Committee to perform as a high-functioning professional organization, all of its members must be well-informed about the Carlisle Schools, Committee governance and educational best practices.

Some opportunities for professional development include:

- MASC Annual Conference in Hyannis during November

- MASC workshops and classes
- National Advocacy Institute programs
- National School Boards Association Conference and Workshops

### **Representative Opportunities**

As a member of the School Committee, you may have the opportunity to represent the Committee at various functions. Unless specifically designated by a vote of the Committee, it is important to remember that you represent only yourself at these functions; you may not speak on behalf of the Committee. Nonetheless, your comportment and comments will reflect upon the Committee as a whole.

These opportunities also offer you a chance to learn and network.

Some of the functions that you may attend as a representative are:

- MASC Day on the Hill
- Suburban Coalition meetings and Legislative Breakfast
- Carlisle Graduation
- Concord Carlisle High School Graduation
- Youth Public Safety Academy sponsored by the Middlesex Sheriff's Office
- PTO events
- Town Meetings

### **Being an Effective Committee Member**

As a Committee member, there are eight key areas of commitment as developed by the National School Boards Association and published in "Key Work of School Boards":

Vision: Establishing a clear vision of student achievement as the top priority of the school board, staff, and community:

1. Standards: Setting clear standards for student performance
2. Assessment: Establishing an assessment process that measures success at regular intervals
3. Accountability: Establishing a strong accountability process
4. Alignment: Aligning resources to focus on students meeting the standards
5. Climate: Creating a positive climate for student success

6. Collaborative Relationships: Building collaborative relationships with political and business leaders, with a focus on developing a consensus for student success as a top community priority
7. Continuous Improvement: Committing to continuous improvement for student achievement
8. School Committees have certain legal, fiduciary and collegial responsibilities. Certain skills and characteristics are required to be present in effective school Committees and Committee members:
  - Be prepared for the meeting. Do your homework, review the agenda in advance and come prepared to the meeting with questions.
  - Focus on the students. Every decision that is made and every action that is taken must serve the best interests of the students.
  - Respect your fellow members. State your opinions, agreements, and disagreements respectfully.
  - Represent the community. Your responsibility is to represent the community as a whole.
  - Monitor, do not manage. Your job is to oversee the strategic direction of the entire district not to manage the operations.

### **Roles and Responsibilities of A School Committee**

Goals The School Committee is a goal-driven body whose ultimate desire is to effectively use its resources to provide the best education possible for our students. It is important that the goals provide the School Committee, the employees of the district, parents, students, community, and any other stakeholders the vision and direction to deliver a great education to our students.

The School Committee uses the District Objectives to provide the broad direction that it is moving the district. These goals will usually take more than one year to accomplish and should take into account the needs of the school system, the District's Mission Statement, and the Guiding Principles. These three elements should be aligned and bound together through the District Objectives.

The Superintendent should create a Strategic Plan to accomplish the District Objectives, and should work with the Committee to ensure the realization of these goals.

Each year, the School Committee and Superintendent will develop annual goals to accomplish the District Objectives. Most of the objectives will become the responsibility of

the Superintendent to implement, which the School Committee will monitor and oversee. Sometimes the implementation of an objective (such as hiring a Superintendent or negotiating contracts with bargaining collectives) will be the responsibility of the Committee, and it is incumbent upon the Chair or their designee to ensure that this goal is accomplished. The School Committee and Superintendent will convene annually at our summer workshop to work together as a team to review the District Objectives, and to develop annual goals.

The budget cycle begins with each department submitting its proposed budget request for the coming fiscal year, usually in the fall. The Business Manager will then review their budget request. The Superintendent receives a draft budget from the Business Office in December. This begins the formal, public portion of the budget process. The Superintendent convenes a Budget Forum in December for the School Committee and identifies, in broad terms, the goals of the upcoming budget. In January, the Superintendent conducts a Budget Workshop for the School Committee. The School Committee holds a public hearing on the draft budget in March, followed by another Budget Workshop for final modifications. The School Committee then adopts the Superintendent's budget for presentation to Town Meeting in April. Prior to Town Meeting, the School Committee will meet with various Town Boards and Committees charged with advising Town Meeting on all Town budgets. These meetings begin as early as January and continue until the start of Town Meeting, usually in April.

#### Sample Budget Calendar (FY 2015)

- October 28 Preliminary Budget Meetings and Document
- November 1 Distribution
- November 15 Preliminary budget requests due from Schools
- November 20 Preliminary budget requests due from Departments
- December 12 Superintendent's Budget Forum
- January 14 Budget Workshop for School Committee
- February 4 Budget presentations at School Committee meeting
- February 25 Budget presentations at School Committee meeting
- March 4 Public Hearing on Budget
- March 11 Budget Workshop for Finance Subcommittee
- March 18 School Committee approves Budget
- April Budget Review with Town Boards and Committees
- April Town Meeting

### Superintendent Evaluation

The Superintendent is formally evaluated once a year and may also receive an informal evaluation at six months. The District Objectives are the basis for the review. The annual District Objectives are set each year by the School Committee in partnership with the Superintendent.

Starting in 2012, Massachusetts public school systems introduced a new educator evaluation system for teachers, other full-time professional educators, principals, administrators and

superintendents. The Superintendent is responsible for overseeing the evaluations for the administrators and principals. The School Committee is responsible for evaluating the Superintendent.

Throughout the year, the Superintendent gathers evidence of their performance based upon the annual goals established prior to the start of the school year. Additionally, School Committee members are responsible for gathering information based on their observations, feedback, and other appropriate sources as evidence of the Superintendent's performance including, but not limited to:

- Evidence of instructional leadership and links to student achievement.
- Reports and research prepared by the Superintendent for our review.
- Recommendations from the Superintendent on any range of subjects.
- Personnel recommendations.
- Involvement in the collective bargaining negotiations.
- Advice and counsel to Committee members who seek assistance.
- The quality of the budget proposed by the Superintendent and the appropriate linkages to district goals and needs.
- Fulfillment of professional duties (e.g. presenting the budget in a timely manner; ensuring that all educators have been evaluated as the law requires; filling all necessary positions; etc.).
- Performance at School Committee meetings at which the Superintendent makes recommendations, addresses questions, speaks to the Committee or to the public, and reflects the values of the district.
- Relationship with municipal officials.
- Interaction with the public.
- District morale that can be linked appropriately to the Superintendent's leadership.

In Carlisle, the School Committee begins the Superintendent's formal review process at \_\_\_\_\_. The members of the School Committee will have until \_\_\_\_\_ to write their individual evaluations. These evaluations are then consolidated into a summative evaluation by the Chair or their designee. This should be completed by\_\_\_\_\_.

The summative evaluation is usually offered to the Superintendent and School Committee privately for comments and discussions. At this time, however, substantial changes to the summative evaluation may only occur by discussion at a public meeting. The School Committee must then present the summative evaluation at a public meeting and vote to accept it. If the School Committee does not vote to accept the document, then changes must

be made to the evaluation and the School Committee must vote again. Also in June, the Superintendent is expected to begin discussions of the annual goals for the next year. The goals should be determined over the summer and voted in September.

The mid-term or six month evaluation is done at the behest of the Committee. This does not require any particular form or presentation to the public. It is an opportunity for the School Committee and Superintendent to reflect on the first six months of the evaluation period and make any changes to actions or expectations.

## **Negotiations**

Negotiations are an opportunity for management and labor to meet formally at the start of a contract cycle to discuss any work concerns. If both parties feel heard, the actual contract negotiation will likely end up focusing on only a few contract changes. If not, both parties may become distracted, or focus on other issues other than student achievement. Concluding negotiations fairly and swiftly is always preferable for management and labor.

The role of School Committee by Mass General Law Chapter 150E is to be the legal representative of management. Union negotiations are arguably one of the two most important roles of the School Committee, the other being to select a highly qualified Superintendent. The School Committee must ensure that the management position is understood and fully represented. Management includes the School Committee, Superintendent, Principals, and all other direct managers within the school system.

At most, two Committee members should be on the negotiating team to avoid having a quorum, The Committee should select representative agents who are responsible to understand the School Committee's parameters and to keep the full Committee informed of developments. There should never be any surprises between the agents and the full Committee; if there are, it is the School Committee's responsibility to correct that situation.

Negotiations are typically considered successful if talks conclude quickly and both parties walk away 'equally unhappy.' School Committees must balance the need for speedy contracts with the cost of the contract.

## **School Committee Self-Evaluation**

In order to be a more effective and efficient organization, the School Committee will annually perform a self-evaluation in February and present the results at the first meeting/workshop in March. It will show us what we are doing optimally and what needs improving. We will use the MASC self-evaluation document, and review progress on our annual District Objectives and our protocols. At our annual summer retreat, the School Committee will evaluate our progress in improving performance, and promoting a positive culture that supports our Superintendent, Administrators, Staff, Students, and Parents.

## **Hiring Responsibilities**

The School Committee is responsible for appointing the following personnel:

- Superintendent
- School Business Administrator
- Administrator of Special Education
- School Physicians and/or Registered Nurses
- School Counsel

## **SubCommittees and Liaisons**

SubCommittees are either standing or temporary. The duties of temporary subCommittees shall be outlined at the time of appointment, and the subCommittee shall be considered dissolved when its final report is made and accepted.

### **Finance SubCommittee**

The primary tasks of the Finance SubCommittee's includes discussion of budget reporting formats; in-depth budget discussion; and preparation of Town Meeting budget materials. Administration liaisons to the SubCommittee include the Superintendent, and Business Manager.

### **Policy SubCommittee**

One of the primary tasks of the Carlisle School Committee is to review the policies of the district. The Policy SubCommittee is comprised of two members that work with administration to develop and recommend district policies.

All Carlisle Public School policies are reviewed every three years. The Policy SubCommittee identifies the group of policies to be review, equaling one third of all policies. The SubCommittee, along with the administration and any affiliated department heads, reviews and revises each of the identified policies over a series of meetings. The revised policies are then present to the entire School Committee in a pubic meeting.

When policies are ready for recommendation to the full Committee, it will be discussed over the course of two meetings. This is to ensure that the public has an opportunity to review and comment on the policies. In the first meeting, the Policy SubCommittee convener should discuss the reason for the policy and/or changes. After the full Committee's discussion at the first meeting, the vote may be taken at the second meeting.



If the School Committee does not pass the policy on either vote, the Policy SubCommittee should reconvene to address the School Committee's concerns and return the policy to the full Committee for a first vote.

If a situation arises that is not covered by any policy, the Superintendent has the legal authority to address and resolve the situation as he or she finds necessary. The situation may be referred to the Policy SubCommittee at the next meeting of the full School Committee.

## **Liaisons**

### **SEPAC Liaison**

The school Committee of any city, town, or school district shall establish a parent advisory council on special education. Membership shall be offered to all parents of children with disabilities and other interested parties. The parent advisory council duties shall include but not be limited to: advising the school Committee on matters that pertain to the education and safety of students with disabilities; meeting regularly with school officials to participate in the planning, development and evaluation of the school Committee's special education programs. The parent advisory council shall establish by-laws regarding officers and operational procedures. In the course of its duties under this section, the parent advisory council shall receive assistance from the school Committee without charge, upon reasonable notice, and subject to the availability of staff and resources. Each year, the School Committee appoints a SEPAC Liaison. This committee usually meets monthly, throughout the school year.

### **Municipal Facilities Committee Liaison**

The Carlisle Schools comprise the largest town facility in Carlisle. Both the experience and resources to run this facility can be of use to care and maintenance of other facilities in town. The CPS Facilities Manager sits on this committee, but is not a voting member. One member of the School Committee sits on this committee and is a voting member. This committee meets weekly or every other week, all year round.

### **PTO Liaison**

At this writing the PTO (Parent Teacher Organization) meets monthly. They are responsible for a variety of family centered activities and services including, but not limited to: Kindergarten Bus Chaperones, Lunch & Recess Volunteers, Book Fair, Supply Kit Sale, Summer Camp Fair, Faculty & Staff Grants, movie nights, etc. The SC Liaison attends these meetings, reporting on SC happenings and reporting the PTO happenings to the SC. This role is takes less time than most committees and lasts throughout the school year.

## **School Committee Meetings\***

Schedule of Meetings Regular meetings are usually scheduled the first and third Tuesday of every month from September through June. Meetings normally commence at 7:00 PM if an executive session is scheduled, however, the meeting will commence at 7:30 PM. If the third Tuesday falls during a vacation week, the meeting will be scheduled for the next week.

According to the Town Bylaws, all meetings of all Town boards and Committees, elected and appointed, shall commence no earlier than 7:00 p.m., or no earlier than 6:30 p.m. when Town Meeting is in session except in emergency situations and for executive sessions. This provision shall not apply to any subCommittee, task force or working group of an elected or appointed board, so long as the subCommittee, task force or working group is not comprised of a quorum of members of the elected or appointing board.

\*In March 2020, and the onset of COVID-19, School Committee meetings were moved online and were held every Friday morning to allow the community ample opportunity to witness and interact with the School Committee as it worked with the Superintendent to navigate the unique challenges of the situation. It is assumed that the School Committee will continue to meet more frequently until further notice. May 21, 2020.

Agenda Form at Every school Committee meeting has an agenda that:

- Serves as the steering mechanism for each meeting.
- Enables logical organization and preparation for each meeting.
- Informs Committee members of the items and issues to be discussed.
- Provides guidelines necessary for the conduct of the meeting in an efficient, well-organized, and effective manner.
- Is kept on file, as per law, and can be cited as the record of what transpired.
- Serves as the basis for the preparation of the minutes.
- Allows the superintendent, to assure that items and matters to be reported and acted upon will be brought to the Committee's attention.

The following is the outline of the agenda:

- I. Call to Order
- II. Public Comments
- III. Review/Approval of Minutes
- IV. Student/Faculty Presentation
- V. Information/Discussion Items
- VI. Communication/Correspondence
- VII. Superintendent's Report

- VIII. Warrants
- IX. Action Items
- X. Citizens' Comments
- XI. Adjourn Meeting

The School Committee Chair and Superintendent work together to develop the agenda for each School Committee meeting. The number of items on the agenda needs to be considered as it may adversely affect the length of the meeting. The time needed for each item on the agenda is estimated to ensure a reasonable meeting length with enough time allocated to discuss each item. Ideally, School Committee agendas are designed so that the meeting is dedicated to focused, informed discussion on student achievement, progress towards the educational goals, and priorities of our district. Meeting agendas, along with the necessary documents and materials, are distributed to School Committee members as packets delivered to School Committee members and posted per Open Meeting Law at least 48 hours prior to the meeting. These collective documents referred to as the packet.

### **Types of Meetings**

\*The Carlisle School Committee meets on a regular basis each month. The agenda and packet for each meeting is posted to the town website and is emailed upon request.

\*Since March 2020 and the onset of COVID-19 the Carlisle School Committee has moved their meetings to every Friday at 8:30 am as a Zoom meeting. The login is included in the agenda for members of the public to easily access the meeting.

### **Executive Sessions**

All meetings of the School Committee are open to the public and media. However, the Committee has the right to convene in a closed executive session when allowed by law:

1. The reputation, character, physical condition or mental health, rather than the professional competence, of a single individual, or the discipline or dismissal, including the hearing of charges against, a member of the Committee, a school department employee or student, or other individual. The individual has certain rights enumerated in the law including requiring the Committee to hold an open session should the individual so request.
2. Strategy with respect to non-union negotiations or to conduct collective bargaining sessions with non-
3. union personnel.

4. Strategy with respect to collective bargaining or litigation, if an open meeting might have a detrimental effect. Collective bargaining may also be conducted.
5. The deployment of security personnel or devices.
6. Allegations of criminal misconduct or to discuss the filing of criminal complaints.
7. Transactions of real estate, if an open meeting might be detrimental to the negotiating position of the Committee or another party.
8. To comply with the provisions of any general or specific law of federal grant-in-aid requirements.
9. To consider and interview applicants for employment by a preliminary screening Committee (The only position that the school Committee would be involved in that might qualify would be for the position of Superintendent.) This exemption only applies if it can be determined that an open meeting will have a detrimental effect in obtaining qualified applicants. This shall not apply to applicants who have passed a prior preliminary screening.
10. To meet or confer with a mediator with respect to any litigation or public business.
11. To discuss trade secrets or confidential competitively-sensitive or other proprietary information conducted by a governmental body as an energy supplier.

When meeting in executive session, the Committee should follow these procedures:

1. The Committee will first convene in an open session for which due notice has been given.
2. The Chairperson (or, in their absence, the presiding member) will state the purpose for the executive session by stating all subjects that may be revealed without compromising the purpose for which the executive session was called.
3. A majority of the members must vote to enter the executive session, with the vote taken by roll call and recorded in the official minutes.
4. The Chairperson or presiding member will state before entering the executive session whether the Committee will reconvene in open session after the executive session.

Accurate records of the proceedings conducted in executive session will be kept and may remain secret only so long as their publication would defeat the purpose of the session.

The review of executive session minutes shall take place at least as often as annually. Each year, the Chair or their designee will forward the executive session minutes of the previous calendar year to the School Attorney for review by January 31. Upon consideration of the School Attorney's recommendation, the School Committee will vote by March 31 to release

the executive session minutes of the previous calendar year in conformity with Massachusetts General Law.

When a specific set of executive session minutes, not yet declassified, is requested by a member of the public, the School Committee shall render a decision on declassification at its next meeting or within 30 days after the request, whichever occurs first.

All votes taken in executive session will be recorded roll call votes, and will become part of the minutes of executive sessions.

### **Preparing for the Meeting**

The line between the Superintendent and the School Committee is clear regarding administration. After setting policy and the District Objectives and high level budget, it is the responsibility of the Superintendent to manage the operations of the district however they believe best for student achievement. The School Committee's role is to monitor the operations of the district.

One of the best ways to monitor is to prepare appropriate questions prior to each School Committee meeting and upon receipt of the final agenda. Like a good interviewer, developing good questions takes time and insight. Within Open Meeting Law, members can confer with each other on the development of questions. Consider questions which are open ended (not easily answered with a yes/no) and lend depth and clarity to the issues.

Some guidelines can be found at [rightquestion.org](http://rightquestion.org) or through the MASC. Both the Superintendent and the School Committee try to not surprise each other during the meeting. Committee members should read all documents in the meeting packet and meet with the Superintendent monthly to share concerns and ideas. By sharing potential questions before hand, each side can be prepared for a constructive discussion during the meeting.

### **Quorum and Voting**

The School Committee members are encouraged to read the law, included in this handbook, in its entirety for a more complete understanding.

The school Committee, as a public body, must provide notice to the public at least 48 hours in advance, except in emergencies, but excluding Saturdays, Sundays, and legal holidays. The agenda for the meeting is sent to the Town Clerk, who posts it on the web and in the Memorial Building where it is conspicuously visible to the public at all hours. As a public body, the School Committee agenda must be legible, easily understandable, and contain the date, time and place of the meeting, and a list of topics as of the time the notice is filed in which the chair reasonably anticipates will be discussed at the meeting.

We are required to create and maintain accurate minutes of all meeting, including executive sessions. Our minutes, exhibits and other materials must be approved in a timely manner and existing minutes must be made available to the public within 10 days or upon request

regardless if they have been approved. However, any documentation involving the performance evaluation of an individual's professional competence, or used in deliberation about employment or appointment of individuals, are not subject to the disclosure requirement of the Open Meeting Law.

**Public Participation at School Committee Meetings** We encourage and welcome the public to attend and/or view the meeting. As per policy and the Chair's prerogative, the public may comment during the first 15 minutes of regular meetings and we will take those comments under advisement. Speakers will be allowed 3 minutes each. We will not typically engage in dialogue with the public in order to maintain effective and efficient meetings. However, topics raised by public participants may be placed on subsequent agendas at the discretion of the Chair and Superintendent.

### **Communication**

As an elected official representing the public schools of Carlisle, each member of School Committee commits to actively seeking input from a variety of stakeholders, to listening carefully to all view points, and to maintaining a broad understanding of the important issues confronting the schools and the town at large. We uphold the value of clear, timely, and honest communication with relevant constituencies. We are eager to hear communal voices and, in turn, we resolve to communicate publicly our decisions, actions, and rationales. Our goal is to maintain an open, two-way system of communication with the community while following the protocols outlined in earlier sections of this handbook. We also commit to ongoing assessment of our communication systems and to continuous improvement.

We will consider and incorporate the input of district staff, when relevant, in our decisions and actions. We will also be mindful of how our decisions affect the work and effectiveness of the staff. The relationship between School Committee and district personnel is indirect, as per our institutional structure. The Superintendent will serve as the liaison between School Committee and district staff. But we may also use surveys, meetings, and other forms of communication to gather and assess feedback from staff.

The schools must create opportunities for stakeholders within, and external to, the system to interact and build relationships. School Committee members are welcome to attend events at the schools as a member of the public. But School Committee members agree to not visit a school in their official role as a member of School Committee without informing the Superintendent and school principal before scheduling the visit. We must remember that we do not have responsibility for the day-to-day operation of the schools. Nor do we have the authority to direct, criticize, or discipline staff members.

It is important for School Committee members to communicate concerns with the Superintendent, who will then take responsibility for any subsequent responses with specific schools and personnel.

The primary objective of the School Committee is to establish policies that ensure the academic achievement of all students. The School Committee benefits from hearing the opinion of students on issues affecting their education and the overall social, intellectual, and extracurricular climate of the schools. Students may address the School Committee by speaking at the beginning of our public meetings, or by asking the principals to invite student representatives to the School Committee. Teachers, principals, and/or other school personnel may also be invited to speak on their behalf. We value the input of our students.

We will ensure that our decisions and actions are performed in a public and transparent manner—with the sole exception of the topics that legally permit and require School Committee to adjourn to executive session. These exceptions aside, the public will always be informed of Committee decisions and the rationale.

Community members and leaders may offer feedback to the School Committee in many ways: asking to speak directly at the beginning of our public meetings, through e-mail and the postal service, phoning the School Committee office, and periodic surveys and other meetings administered by the Committee. We greatly value public input and continuously seek ways of maintaining and improving effective communication.

Carlisle has a rich tradition of service by elected and appointed Committees, boards, officials, administrators and their staff. The School Committee is eager to work together with community leaders in the service of public education. We affirm the importance of maintaining a productive, collegial, and efficient working relationship with all municipal leaders in the pursuit of excellence in our schools. The School Committee will communicate in an open, constructive, and respectful manner with municipal offices and representatives. We may not always agree on our respective priorities. But the School Committee commits to collaboration, to explaining carefully our decisions, and to resolving disagreements in a harmonious and respectful manner. We do not all need to speak with one voice. Indeed, divergence of opinion often leads to productive reflection and innovation. But we are one community.

School Committee members may be called upon formally and informally to represent the district to outside institutions, such as agencies, community organizations, Massachusetts Association of School Committees, and other school systems. In such a capacity, the member will be careful to make certain to represent the School Committee as a whole. Additionally, it is important to report a timely manner to the rest of the Committee and the community during our public meetings on the content of those meetings and future actions.

Members of the community, including parents and students have the right to contact elected officials as unambiguously stated in both the state and federal constitutions. However, School Committee members – like any other elected official – often lack the authority to resolve problems brought to their attention.

Parents frequently raise concerns about the schools to members of the Committee. These concerns may relate to individual school department personnel who are under the authority of the superintendent or principal.

MASC strongly recommends that School Committee members refer parents who pose questions and concerns to the most appropriate school officials, including the superintendent. In personnel matters and many school administrative issues, the School Committee lacks the authority to intervene directly. None the less, parents and the public are likely to follow-up with their elected officials if they are not satisfied. This presents a daunting and sensitive situation.

MASC urges superintendents to follow-up with School Committee members who refer matters and questions to their attention, to acknowledge that they are working on the problem and to provide whatever information is appropriate. Often a simple statement will suffice such as; “I have spoken with Terry Jones, the parent you referred, and I am taking care of the situation.” Or, “I have spoken with Terry Jones and we are working to resolve the problem,”

It is also possible that the Superintendent must respond with, “Thank you for the referral. I am addressing it now, but it is a confidential matter and I cannot discuss it. But be assured, I am giving it my attention.”

## Resources and References

Useful Links The following websites offer information and resources:

- Carlisle Public Schools (CPS) Website: <https://www.carlisle.k12.ma.us>
- Carlisle Public Schools Policy Manual: [https://docs.google.com/document/d/1nRMy2vv-tTDk\\_el\\_Dd5f88SM91UrsutPH8tQiufzPls/edit#](https://docs.google.com/document/d/1nRMy2vv-tTDk_el_Dd5f88SM91UrsutPH8tQiufzPls/edit#)
- Massachusetts Department of Elementary and Secondary Education: [doe.mass.edu](http://doe.mass.edu)
- Harvard Graduate School of Education – Policy & Leadership Site: [gse.harvard.edu/](http://gse.harvard.edu/)
- The Education Cooperative (TEC): [tec-coop.org](http://tec-coop.org)
- Suburban Coalition: [wordpress.com/test-page-1/](http://wordpress.com/test-page-1/)
- Massachusetts Association of School Committees: [masc.org](http://masc.org)
- Open Meeting Law: [mass.gov/ago/government-resources/open-meeting-law](http://mass.gov/ago/government-resources/open-meeting-law)
- Massachusetts Ethics Commission: [mass.gov/ethics](http://mass.gov/ethics)
- Massachusetts General Laws: [malegislature.gov/Laws/GeneralLaws](http://malegislature.gov/Laws/GeneralLaws)
- Massachusetts Budget and Policy Center: [massbudget.org/](http://massbudget.org/)
- Bureau of Special Education Appeals: [mass.gov/anf/hearings-and-appeals/bureau-of-special-education-appeals-bsea/](http://mass.gov/anf/hearings-and-appeals/bureau-of-special-education-appeals-bsea/)



- Massachusetts Association of School Superintendents: [massupt.org/](http://massupt.org/)
- DESE - District Analysis, Review & Assistance Tools (DART): [mas.edu/apa/dart](http://mas.edu/apa/dart)

## Acronyms

AYP – Adequate Yearly Progress

BOE – Board of Education

CPI – Composite Performance Index

CTEi – Center for Technical Education Innovation

DESE – Department of Elementary & Secondary Education

DSAC – District & School Assistance Center

DESE – Massachusetts Department of Elementary & Secondary Education

ELL – English Language Learners

FCCLA – Family Career & Community Leaders of America

FCSN – Federation for Children with Special Needs

FTE – Full-time Equivalent

FY – Fiscal Year

IEP – Individualized Education Program

IDEA – Individuals with Disabilities Education Act

FEF – Carlisle Education Foundation

CPS – Carlisle Public Schools

MASC – Massachusetts Association of School Committees

MCAS – Massachusetts Comprehensive Assessment System

MEO E – Massachusetts Executive Office of Education

MSBA – Massachusetts School Building Authority

MUNIS – Accounting and budgeting software system

NCLB – No Child Left Behind

NEASC – New England Association of Schools and Colleges

N SBA – National School Boards Association

PARCC – Partnership for Assessment of Readiness for College and Careers

RTTT – Race-To-The-Top

SOAR – Superintendent’s Outstanding Achievement Recognition

SOI – Statement of Interest

STEM – Science, Technology, Engineering & Mathematics

## Glossary

*At-large*: a term used to describe an elected official not representing a specific region/area but the area as a whole.

*Bargaining unit*: a group of workers organized to negotiate collectively with the employer on wages, hours, and working conditions.

*By-law*: a rule adopted by an organization (e.g., school council) for managing its internal affairs.

*Collaboration*: the act of working together towards a common goal or set goals.

*Collective bargaining*: negotiation between the representatives of organized workers and their employer to determine wages, hours, and working conditions.

*Consensus*: a view or decision reached by a group as a whole or by majority will.

*Constituent*: a person who authorizes another to act in his or her behalf.

*Education Reform Act*: the 1993 Massachusetts law that establishes public school reform through statewide educational standards and accountability, equitable funding, and innovations such as school councils.

*Ex-officio*: by virtue of office or position.

*Majority rule*: a policy by which decisions binding on a group are made by more than half the votes.

*Needs assessment*: an analysis or evaluation of the needs of students and staff.

*Open meeting law*: the Massachusetts law that requires governmental bodies to conduct their deliberations and decisions-making in public, except in specific limited circumstances.

*Parity*: equality in status and/or number.

*Professional development*: the organized and planned development of a staff member's skills and abilities.

*PTO (Parent Teacher Organization)*: a school based voluntary group of parents and teachers formed to promote mutual understanding and increase the effectiveness of the educational program.

*Quorum*: the minimum number of officers and members of a Committee or an organization who must be present for valid transaction of business.

*School and District Accountability System*: a method of tracking the progress of every school and every district in improving the performance of its students in relation to state standards.

*School governance*: management of the decisions concerning one or more schools.

*School improvement plan*: a written plan to address needs, advance goals, and improve the performance of students in a school. G,L. c. 71, s.59C lists the elements of a school improvement plan.

*Statute*: a law enacted by a legislative body.

*Work-to-rule*: type of job action in which employees in a bargaining unit do not accept any duties or responsibilities outside of their contractual work schedule.

### **Characteristics of High Performing School Committees**

- Strong Superintendent Collaboration – understanding roles and responsibilities; sharing common goals; and establishing a common purpose, sending a consistent message
- Clearly Defined Roles in Promoting Student Achievement – when hiring and evaluating a good superintendent, making budget and fiscal oversight a priority, making policy, in collective bargaining
- Varied, Purposeful Meetings – including meetings built around goals, identifying key data, providing new information, giving useful academic presentations, and in such formats as working sessions and retreats
- Goal Setting – for both long-term and short range district goals and benchmarks along the way
- School Committee Professional Development – including new member orientation, skill building, public policy, emerging hot issues, communications strategies, and the ongoing work to improve student achievement
- Self Governance – wherein board members deal with their outlier member behaviors and where the school Committee promotes the concept of principled dissent and thoughtful debate over argumentativeness and control
- Hiring and Supporting an Effective Superintendent – including giving clear goals, using a good evaluation instrument, and allowing the superintendent to demonstrate how (s)he addresses student achievement
- Routine Use of Data – including working with data rather than anecdotes and incorporating the thoughtful use of information in new areas

## Carlisle School Committee Member Handbook

- Setting Achievement Related Policies – in such areas as class size, curriculum and curriculum milestones, graduation and promotion standards, and other requirements beyond what the law requires
- Shared Leadership Among School CommitteeMembers and Encouraging Leadership Among Superintendent Subordinates
- An Engaged School CommitteeChair – Mentor to superintendent and members, mediator of disputes, community role model and positive image for the community
- Aligned Subcommittees – to coordinate work between meetings and to make good use of member talents in areas like policy making, budgeting, accountability and student achievement, and collective bargaining
- Collective Bargaining for Student Achievement – including teacher evaluation.

The Carlisle School CommitteeMember Handbook w as adopted by The Carlisle School Committee on \_\_\_\_\_. Members of the School Committee are:

DATE: 06/23/2020 WARRANT: 9820 AMOUNT: \$ 174,655.76

TO THE TREASURER OF THE TOWN OF CARLISLE  
Pay to each of the persons named below, the sum set  
against their respective names, amounting in the aggregate  
to \_\_\_\_\_ Dollars

Priscilla Dumka, Town Accountant \_\_\_\_\_

Timothy D. Goddard, Chief Procurement Officer \_\_\_\_\_

.  
. .

Barbara T Arnold, Selectman \_\_\_\_\_

Luke R Ascolillo, Selectman \_\_\_\_\_

Nathan Brown, Selectman \_\_\_\_\_

Alan L Lewis, Selectman \_\_\_\_\_

Katherine T Reid, Selectman \_\_\_\_\_

8  
6/23/2020

06/23/2020 12:34 | Town of Carlisle  
1075nancyd | DETAIL INVOICE LIST

CASH ACCOUNT: 00000 10200 TREASURER'S CASH WARRANT: 9820 06/23/2020

| VENDOR                      | G/L ACCOUNTS | R           | PO    | TYPE           | DUE DATE   | INVOICE/AMOUNT    | DOCUMENT | VOUCHER | CHECK  |
|-----------------------------|--------------|-------------|-------|----------------|------------|-------------------|----------|---------|--------|
| 1 VERIZON                   | 55503        | 00007       | 20292 | INV Telephone  | 06/23/2020 | 9783717391671 #11 | 94743    |         |        |
| 1 14133                     |              | Utility Se  |       | Telephone      |            | 23.59             |          |         |        |
|                             |              | Invoice Net |       |                |            | 23.59             |          |         |        |
|                             |              |             |       |                |            | CHECK TOTAL       |          |         | 23.59  |
| 1 VERIZON                   | 55503        | 00007       | 20292 | INV Telephone  | 06/23/2020 | 9783690590 #12    | 94744    |         |        |
| 1 14133                     |              | Utility Se  |       | Telephone      |            | 198.95            |          |         |        |
|                             |              | Invoice Net |       |                |            | 198.95            |          |         |        |
| 1 VERIZON                   | 54403        | 00007       | 20310 | INV WWTF       | 06/23/2020 | 9783692153309     | 94745    |         |        |
| 1 14113                     |              | CUSTODIAL   |       | WWTF           |            | 127.71            |          |         |        |
|                             |              | Invoice Net |       |                |            | 127.71            |          |         |        |
| 1 VERIZON                   | 55503        | 00007       | 20292 | INV Telephone  | 06/23/2020 | 9783691874308     | 94746    |         |        |
| 1 14133                     |              | Utility Se  |       | Telephone      |            | 55.41             |          |         |        |
|                             |              | Invoice Net |       |                |            | 55.41             |          |         |        |
| 1 VERIZON                   | 55503        | 00007       | 20292 | INV Telephone  | 06/23/2020 | June 11, 2020 #12 | 94921    |         |        |
| 1 14133                     |              | Utility Se  |       | Telephone      |            | 139.32            |          |         |        |
|                             |              | Invoice Net |       |                |            | 139.32            |          |         |        |
|                             |              |             |       |                |            | CHECK TOTAL       |          |         | 521.39 |
| 247 EAGLE LEASING COMPANY   | 52408        | 00000       | 20546 | INV Contracted | 06/23/2020 | RI2170628         | 94922    |         |        |
| 1 14233                     |              | Maintenanc  |       | Contracted     |            | 119.00            |          |         |        |
|                             |              | Invoice Net |       |                |            | 119.00            |          |         |        |
|                             |              |             |       |                |            | CHECK TOTAL       |          |         | 119.00 |
| 257 CURRICULUM ASSOCIATES   | 54160        | 00000       | 20726 | INV Language A | 06/23/2020 | 90645359          | 94923    |         |        |
| 1 12401                     |              | Texts, Reg  |       | Language A     |            | 116.82            |          |         |        |
|                             |              | Invoice Net |       |                |            | 116.82            |          |         |        |
|                             |              |             |       |                |            | CHECK TOTAL       |          |         | 116.82 |
| 274 CAROLINA BOIOLOGICAL SU | 54190        | 00001       | 20699 | INV Science    | 06/23/2020 | 51064821RI        | 94747    |         |        |
| 1 12401                     |              | Texts, Reg  |       | Science        |            | 179.33            |          |         |        |
|                             |              | Invoice Net |       |                |            | 179.33            |          |         |        |
|                             |              |             |       |                |            | CHECK TOTAL       |          |         | 179.33 |
| 343 W.B. MASON              | 54170        | 00001       | 20724 | INV Math       | 06/23/2020 | 211091688         | 94748    |         |        |
| 1 12401                     |              | Texts, Reg  |       | Math           |            | 104.10            |          |         |        |
|                             |              | Invoice Net |       |                |            | 104.10            |          |         |        |
| 343 W.B. MASON              | 54180        | 00001       | 20704 | INV Social Stu | 06/23/2020 | 211129221         | 94749    |         |        |
| 1 12401                     |              | Texts, Reg  |       | Social Stu     |            | 36.08             |          |         |        |
|                             |              | Invoice Net |       |                |            | 36.08             |          |         |        |
| 343 W.B. MASON              | 54180        | 00001       | 20704 | INV Social Stu | 06/23/2020 | 211092201         | 94750    |         |        |
| 1 12401                     |              | Texts, Reg  |       | Social Stu     |            | 58.47             |          |         |        |
|                             |              | Invoice Net |       |                |            | 58.47             |          |         |        |
| 343 W.B. MASON              | 54160        | 00001       | 20702 | INV Language A | 06/23/2020 | 211092055         | 94751    |         |        |
| 1 12401                     |              | Texts, Reg  |       | Language A     |            | 159.69            |          |         |        |
|                             |              | Invoice Net |       |                |            | 159.69            |          |         |        |
| 343 W.B. MASON              |              | 00001       | 20702 | INV            | 06/23/2020 | 21128984          | 94752    |         |        |

CASH ACCOUNT: 00000 10200 TREASURER'S CASH

| VENDOR                      | G/L ACCOUNTS | R | PO | TYPE        | DUE DATE   | INVOICE/AMOUNT | DOCUMENT | VOUCHER | CHECK |
|-----------------------------|--------------|---|----|-------------|------------|----------------|----------|---------|-------|
| 343 W.B. MASON              | 54160        |   |    | Language A  |            | 58.30          |          |         |       |
|                             |              |   |    | Invoice Net |            | 58.30          |          |         |       |
|                             |              |   |    | REGULAR ED  | 06/23/2020 | 211086325      | 94753    |         |       |
|                             |              |   |    | General Su  |            | 25.20          |          |         |       |
|                             |              |   |    | Invoice Net |            | 25.20          |          |         |       |
|                             |              |   |    | TeacherQ    | 06/23/2020 | 211086586      | 94757    |         |       |
|                             |              |   |    | Expenses    |            | 258.22         |          |         |       |
|                             |              |   |    | Supplies    |            | 96.52          |          |         |       |
|                             |              |   |    | Invoice Net |            | 354.74         |          |         |       |
|                             |              |   |    | SPED        | 06/23/2020 | 21124766       | 94758    |         |       |
|                             |              |   |    | Supplies    |            | 13.72          |          |         |       |
|                             |              |   |    | Invoice Net |            | 13.72          |          |         |       |
|                             |              |   |    | Texts, Reg  | 06/23/2020 | 211166699      | 94924    |         |       |
|                             |              |   |    | Math        |            | 50.96          |          |         |       |
|                             |              |   |    | Invoice Net |            | 50.96          |          |         |       |
|                             |              |   |    | SPED        | 06/23/2020 | 21163581       | 94925    |         |       |
|                             |              |   |    | Supplies    |            | 19.75          |          |         |       |
|                             |              |   |    | Invoice Net |            | 19.75          |          |         |       |
|                             |              |   |    | CHECK TOTAL |            | 881.01         |          |         |       |
| 347 CASE                    | 55410        |   |    | INV         | 06/18/2020 | 06/17/20       | 94768    |         |       |
|                             |              |   |    | Tuition to  |            | 154,791.00     |          |         |       |
|                             |              |   |    | Invoice Net |            | 154,791.00     |          |         |       |
|                             |              |   |    | CHECK TOTAL |            | 154,791.00     |          |         |       |
| 608 SCHOOL SPECIALTY        | 54180        |   |    | INV         | 06/23/2020 | 208125277545   | 94926    |         |       |
|                             |              |   |    | Texts, Reg  |            | 58.95          |          |         |       |
|                             |              |   |    | Social Stu  |            | 58.95          |          |         |       |
|                             |              |   |    | Invoice Net |            | 58.95          |          |         |       |
|                             |              |   |    | CHECK TOTAL |            | 58.95          |          |         |       |
| 1338 BURT RUBENSTEIN        | 55800        |   |    | INV         | 06/23/2020 | 06/18/20       | 94759    |         |       |
|                             |              |   |    | Ed. Use of  |            | 80.00          |          |         |       |
|                             |              |   |    | Other Supp  |            | 80.00          |          |         |       |
|                             |              |   |    | Invoice Net |            | 80.00          |          |         |       |
|                             |              |   |    | CHECK TOTAL |            | 80.00          |          |         |       |
| 3120 NANCY ANDERSON         | 54270        |   |    | INV         | 06/23/2020 | 06/30/20       | 94904    |         |       |
|                             |              |   |    | School Adm  |            | 226.80         |          |         |       |
|                             |              |   |    | Postage     |            | 27.70          |          |         |       |
|                             |              |   |    | Invoice Net |            | 254.50         |          |         |       |
|                             |              |   |    | CHECK TOTAL |            | 254.50         |          |         |       |
| 3366 Really Good Stuff      | 54170        |   |    | INV         | 06/23/2020 | 7247767        | 94927    |         |       |
|                             |              |   |    | Texts, Reg  |            | 79.85          |          |         |       |
|                             |              |   |    | Math        |            | 79.85          |          |         |       |
|                             |              |   |    | Invoice Net |            | 79.85          |          |         |       |
|                             |              |   |    | CHECK TOTAL |            | 79.85          |          |         |       |
| 3424 Perkins School for the | 20501        |   |    | INV         | 06/23/2020 | 079196         | 94928    |         |       |

CASH ACCOUNT: 00000 10200 TREASURER'S CASH WARRANT: 9820 06/23/2020

| VENDOR | G/L ACCOUNTS           | R     | PO          | TYPE       | DUE DATE   | INVOICE/AMOUNT | DOCUMENT | VOUCHER | CHECK |
|--------|------------------------|-------|-------------|------------|------------|----------------|----------|---------|-------|
| 1      | 12302                  | 52408 | SPED        | Contracted |            | 83.16          |          |         |       |
|        |                        |       | Invoice Net |            |            | 83.16          |          |         |       |
| 4530   | Wilson Language Traini | 00001 | 20709       | INV        | 06/23/2020 | 1801630        | 94929    |         |       |
| 1      | 12401                  | 54160 | Texts, Reg  | Language A |            | 1,092.85       |          |         |       |
|        |                        |       | Invoice Net |            |            | 1,092.85       |          |         |       |
| 4530   | Wilson Language Traini | 00001 | 20720       | INV        | 06/23/2020 | 1801683        | 94930    |         |       |
| 1      | 12401                  | 54160 | Texts, Reg  | Language A |            | 1,248.48       |          |         |       |
|        |                        |       | Invoice Net |            |            | 1,248.48       |          |         |       |
| 4530   | Wilson Language Traini | 00001 | 20722       | INV        | 06/23/2020 | 1801682        | 94931    |         |       |
| 1      | 12401                  | 54160 | Texts, Reg  | Language A |            | 1,092.42       |          |         |       |
|        |                        |       | Invoice Net |            |            | 1,092.42       |          |         |       |
|        |                        |       | CHECK TOTAL |            |            | 3,433.75       |          |         |       |
| 5561   | Weston & Sampson Servi | 00001 | INV         | 06/23/2020 |            | 7201355        | 94911    |         |       |
| 1      | 14113                  | 54403 | CUSTODIAL   | WWTF       |            | 3,887.40       |          |         |       |
|        |                        |       | Invoice Net |            |            | 3,887.40       |          |         |       |
|        |                        |       | CHECK TOTAL |            |            | 3,887.40       |          |         |       |
| 5561   | Weston & Sampson Servi | 00002 | 20294       | INV        | 06/23/2020 |                | 94932    |         |       |
| 1      | 14113                  | 54403 | CUSTODIAL   | WWTF       |            | Draft          |          |         |       |
|        |                        |       | Invoice Net |            |            | 3,887.40       |          |         |       |
|        |                        |       | CHECK TOTAL |            |            | 3,887.40       |          |         |       |
| 7343   | SMALL WATER SYSTEMS SE | 00000 | INV         | 06/23/2020 |            | 20-1912        | 94760    |         |       |
| 1      | 14133                  | 55504 | Utility Se  | Water      |            | 150.00         |          |         |       |
|        |                        |       | Invoice Net |            |            | 150.00         |          |         |       |
|        |                        |       | CHECK TOTAL |            |            | 150.00         |          |         |       |
| 8638   | Clark Farm             | 00000 | INV         | 06/18/20   |            | 06/18/20       | 94905    |         |       |
| 1      | 28318                  | 55800 | School Gif  | Other Supp |            | 700.00         |          |         |       |
|        |                        |       | Invoice Net |            |            | 700.00         |          |         |       |
|        |                        |       | CHECK TOTAL |            |            | 700.00         |          |         |       |
| 9001   | VocabularySpellingCity | 00000 | 20732       | INV        | 06/23/2020 | 1627293        | 94933    |         |       |
| 1      | 12401                  | 54160 | Texts, Reg  | Language A |            | 186.30         |          |         |       |
|        |                        |       | Invoice Net |            |            | 186.30         |          |         |       |
|        |                        |       | CHECK TOTAL |            |            | 186.30         |          |         |       |
| 9803   | EPS Literacy and Inter | 00000 | 20718       | INV        | 06/23/2020 | 202501719001   | 94934    |         |       |
| 1      | 12401                  | 54160 | Texts, Reg  | Language A |            | 341.49         |          |         |       |
|        |                        |       | Invoice Net |            |            | 341.49         |          |         |       |
|        |                        |       | CHECK TOTAL |            |            | 341.49         |          |         |       |
| 10177  | Rochester 100 Inc.     | 00001 | 20701       | INV        | 06/23/2020 | 50575          | 94935    |         |       |
| 1      | 12401                  | 54180 | Texts, Reg  | Social Stu |            | 135.00         |          |         |       |
|        |                        |       | Invoice Net |            |            | 135.00         |          |         |       |



CASH ACCOUNT: 00000 10200 TREASURER'S CASH WARRANT: 9820 06/23/2020

| VENDOR                       | G/L ACCOUNTS  | R           | PO    | TYPE       | DUE DATE   | INVOICE/AMOUNT | DOCUMENT | VOUCHER | CHECK    |
|------------------------------|---------------|-------------|-------|------------|------------|----------------|----------|---------|----------|
| 10299 Deborah Flynn, PT      | 1 12302 52408 | 00000       | 20478 | INV        | 06/23/2020 |                | 94906    |         |          |
|                              |               | SPED        |       | Contracted |            | Apr, May, June |          |         |          |
|                              |               | Invoice Net |       |            |            | 450.00         |          |         |          |
|                              |               |             |       |            |            | 450.00         |          |         |          |
|                              |               |             |       |            |            | CHECK TOTAL    |          |         | 135.00   |
| 11125 NOELLE GROESCHEL MORRE | 1 12302 52408 | 00000       | 20551 | INV        | 06/23/2020 |                | 94907    |         |          |
|                              |               | SPED        |       | Contracted |            | 6/20           |          |         |          |
|                              |               | Invoice Net |       |            |            | 1,920.00       |          |         |          |
|                              |               |             |       |            |            | 1,920.00       |          |         |          |
|                              |               |             |       |            |            | CHECK TOTAL    |          |         | 450.00   |
| 11223 TSA CONSULTING GROUP I | 1 12103 52408 | 00000       | 20313 | INV        | 06/23/2020 |                | 94761    |         |          |
|                              |               | School Com  |       | Contracted |            | 53439          |          |         |          |
|                              |               | Invoice Net |       |            |            | 67.68          |          |         |          |
| 11223 TSA CONSULTING GROUP I | 1 12103 52408 | 00000       | 20313 | INV        | 06/23/2020 |                | 94762    |         |          |
|                              |               | School Com  |       | Contracted |            | 53439A         |          |         |          |
|                              |               | Invoice Net |       |            |            | 67.68          |          |         |          |
|                              |               |             |       |            |            | CHECK TOTAL    |          |         | 135.36   |
| 11404 LORI BRUCE             | 1 12302 54401 | 00000       |       | INV        | 06/23/2020 |                | 94908    |         |          |
|                              |               | SPED        |       | Supplies   |            | 06/17/20       |          |         |          |
|                              |               | Invoice Net |       |            |            | 319.96         |          |         |          |
|                              |               |             |       |            |            | 319.96         |          |         |          |
|                              |               |             |       |            |            | CHECK TOTAL    |          |         | 319.96   |
| 11426 KAREN WALSH            | 1 12302 52408 | 00000       | 20499 | INV        | 06/23/2020 |                | 94763    |         |          |
|                              |               | SPED        |       | Contracted |            | 11             |          |         |          |
|                              |               | Invoice Net |       |            |            | 900.00         |          |         |          |
| 11426 KAREN WALSH            | 1 12302 52408 | 00000       | 20499 | INV        | 06/23/2020 |                | 94909    |         |          |
|                              |               | SPED        |       | Contracted |            | 06/20          |          |         |          |
|                              |               | Invoice Net |       |            |            | 510.00         |          |         |          |
|                              |               |             |       |            |            | 510.00         |          |         |          |
|                              |               |             |       |            |            | CHECK TOTAL    |          |         | 1,410.00 |
| 11750 ALEXANDER CUMMING      | 1 28319 55800 | 00000       |       | INV        | 06/23/2020 |                | 94764    |         |          |
|                              |               | Music       |       | Other Supp |            | 06/10/20       |          |         |          |
|                              |               | Invoice Net |       |            |            | 50.00          |          |         |          |
|                              |               |             |       |            |            | 50.00          |          |         |          |
|                              |               |             |       |            |            | CHECK TOTAL    |          |         | 50.00    |
| 11751 STEPHANIE WILLIAMS     | 1 18000 54900 | 00000       |       | INV        | 06/23/2020 |                | 94765    |         |          |
|                              |               | SCHOOL LUN  |       | Food & Sup |            | Lunch Refund   |          |         |          |
|                              |               | Invoice Net |       |            |            | 145.00         |          |         |          |
|                              |               |             |       |            |            | 145.00         |          |         |          |
|                              |               |             |       |            |            | CHECK TOTAL    |          |         | 145.00   |
| 11752 URSULA LAWSON          | 1 18000 54900 | 00000       |       | INV        | 06/23/2020 |                | 94766    |         |          |
|                              |               | SCHOOL LUN  |       | Food & Sup |            | Lunch Refund   |          |         |          |
|                              |               | Invoice Net |       |            |            | 16.50          |          |         |          |
|                              |               |             |       |            |            | 16.50          |          |         |          |
|                              |               |             |       |            |            | CHECK TOTAL    |          |         | 16.50    |

CASH ACCOUNT: 00000 10200 TREASURER'S CASH WARRANT: 9820 06/23/2020

| VENDOR                  | G/L ACCOUNTS | R           | PO | TYPE                 | DUE DATE   | INVOICE/AMOUNT | DOCUMENT | VOUCHER | CHECK |
|-------------------------|--------------|-------------|----|----------------------|------------|----------------|----------|---------|-------|
| 11753 KAI ZHOU          | 54900        | 00000       |    | INV                  | 06/23/2020 | Lunch Refund 2 | 94767    |         |       |
| 1 18000                 |              | SCHOOL LUN  |    | Food & Sup           |            | 84.00          |          |         |       |
|                         |              | Invoice Net |    |                      |            | 84.00          |          |         |       |
|                         |              |             |    | CHECK TOTAL          |            | 84.00          |          |         |       |
| 11817 STEPHANIE DECOSTE | 54270        | 00000       |    | INV                  | 06/23/2020 | 02/11/20       | 94910    |         |       |
| 1 12301                 |              | REGULAR ED  |    | Profession           |            | 215.00         |          |         |       |
|                         |              | Invoice Net |    |                      |            | 215.00         |          |         |       |
|                         |              |             |    | CHECK TOTAL          |            | 215.00         |          |         |       |
| =====                   |              |             |    |                      |            |                |          |         |       |
| 46 INVOICES             |              |             |    | WARRANT TOTAL        |            | 174,655.76     |          |         |       |
|                         |              |             |    | CASH ACCOUNT BALANCE |            | 15,837,819.96  |          |         |       |
| =====                   |              |             |    |                      |            |                |          |         |       |

WARRANT: 9820 06/23/2020

| FUND ORG                | ACCOUNT                               | AMOUNT     | AVL B BUDGET |
|-------------------------|---------------------------------------|------------|--------------|
| 001 12103               | School Committee 001 -300-250-52408   | 135.36     | -6,255.93    |
| 001 12203               | School Administrat 001 -300-200-53410 | 27.70      | 31,255.94    |
| 001 12203               | School Administrat 001 -300-200-54270 | 226.80     | 31,255.94    |
| 001 12301               | REGULAR ED. PROGRA 001 -300-255-54110 | 25.20      | 117,373.94   |
| 001 12301               | REGULAR ED. PROGRA 001 -300-255-54270 | 215.00     | 117,373.94   |
| 001 12302               | Student Services/S 001 -300-256-52408 | 3,863.16   | 133,703.66   |
| 001 12302               | Student Services/S 001 -300-256-54401 | 4,449.95   | 133,703.66   |
| 001 12401               | Texts, Regular Edu 001 -300-264-54160 | 4,296.35   | 77,153.99    |
| 001 12401               | Texts, Regular Edu 001 -300-264-54170 | 234.91     | 77,153.99    |
| 001 12401               | Texts, Regular Edu 001 -300-264-54180 | 288.50     | 77,153.99    |
| 001 12401               | Texts, Regular Edu 001 -300-264-54190 | 179.33     | 77,153.99    |
| 001 14113               | CUSTODIAL 001 -300-269-54403          | 7,902.51   | 21,957.75    |
| 001 14133               | Utility Services 001 -300-260-55503   | 417.27     | 18,879.88    |
| 001 14133               | Utility Services 001 -300-260-55504   | 150.00     | 18,879.88    |
| 001 14233               | Maintenance of Equ 001 -300-210-52408 | 119.00     | 1,582.04     |
| 001 15102               | Tuition to Mass. S 001 -300-265-55410 | 154,791.00 | -42,844.24   |
|                         | FUND TOTAL                            | 173,322.04 |              |
| CASH ACCOUNT 0000 10200 | BALANCE 15,837,819.96                 |            |              |
| 018 18000               | SCHOOL LUNCH 018 -300-000-54900       | 245.50     | -155,296.96  |
|                         | FUND TOTAL                            | 245.50     |              |
| CASH ACCOUNT 0000 10200 | BALANCE 15,837,819.96                 |            |              |
| 024 24327               | Teacher Quality (1 024 -300-347-55800 | 258.22     | .00          |
|                         | FUND TOTAL                            | 258.22     |              |
| CASH ACCOUNT 0000 10200 | BALANCE 15,837,819.96                 |            |              |
| 028 28313               | Ed. Use of School 028 -300-313-55800  | 80.00      | -4,986.49    |
| 028 28318               | School Gifts 028 -300-318-55800       | 700.00     | -36,270.78   |
| 028 28319               | Music 028 -300-319-55800              | 50.00      | -10,078.34   |
|                         | FUND TOTAL                            | 830.00     |              |
| CASH ACCOUNT 0000 10200 | BALANCE 15,837,819.96                 |            |              |
| =====                   |                                       |            |              |
| WARRANT SUMMARY TOTAL   |                                       |            | 174,655.76   |
| =====                   |                                       |            |              |
| GRAND TOTAL             |                                       |            | 174,655.76   |
| =====                   |                                       |            |              |



06/22/2020 14:33  
1075pris1

Town of Carlisle  
ACCOUNTS PAYABLE WARRANT REPORT

P 1  
apwarrnt

DATE: 06/22/2020 WARRANT: 9620 AMOUNT: \$ 301,863.58

TO THE TREASURER OF THE TOWN OF CARLISLE

Pay to each of the persons named below, the sum set  
against their respective names, amounting in the aggregate  
to \_\_\_\_\_ Dollars

Priscilla Dumka, Town Accountant \_\_\_\_\_

·  
Timothy D. Goddard, Chief Procurement Officer \_\_\_\_\_

·  
·

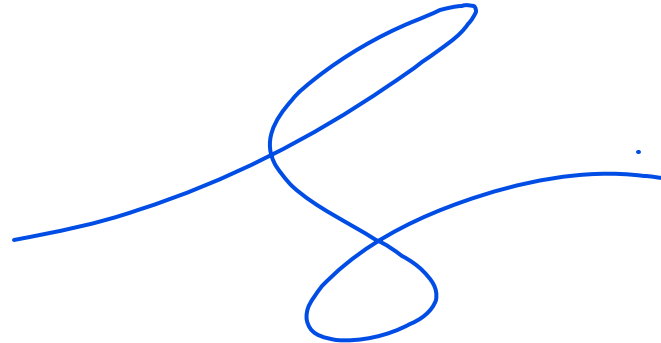
Barbara T Arnold, Selectman \_\_\_\_\_

·  
Luke R Ascolillo, Selectman \_\_\_\_\_

·  
Nathan Brown, Selectman \_\_\_\_\_

·  
Alan L Lewis, Selectman \_\_\_\_\_

·  
Katherine T Reid, Selectman \_\_\_\_\_

 6/23/2020



06/22/2020 14:33  
1075pris1

Town of Carlisle  
PREPAID INVOICE LIST

P 2  
apwarrnt

WARRANT: 9620 06/22/2020

| VENDOR              | VENDOR NAME                         | R     | DOCUMENT              | PO               | TYPE | DUE DATE   | AMOUNT     | VOUCHER            | CHECK   | COMMENT |
|---------------------|-------------------------------------|-------|-----------------------|------------------|------|------------|------------|--------------------|---------|---------|
| CASH ACCOUNT: 00000 |                                     |       | 10200                 | TREASURER'S CASH |      |            |            |                    |         |         |
|                     | <a href="#">482 payroll other g</a> | 00000 | <a href="#">94739</a> |                  | DD   | 06/19/2020 | 281,187.07 |                    | 1000174 |         |
|                     | INVOICE:                            |       |                       |                  |      |            |            |                    |         |         |
|                     | <a href="#">482 payroll other g</a> | 00000 | <a href="#">94740</a> |                  | DD   | 06/19/2020 | 5,925.74   |                    | 1000175 |         |
|                     | INVOICE:                            |       |                       |                  |      |            |            |                    |         |         |
|                     | <a href="#">482 payroll other g</a> | 00000 | <a href="#">94741</a> |                  | DD   | 06/19/2020 | 12,730.81  |                    | 1000176 |         |
|                     | INVOICE:                            |       |                       |                  |      |            |            |                    |         |         |
|                     | <a href="#">482 payroll other g</a> | 00000 | <a href="#">94742</a> |                  | DD   | 06/19/2020 | 2,019.96   |                    | 1000177 |         |
|                     | INVOICE:                            |       |                       |                  |      |            |            |                    |         |         |
|                     |                                     |       |                       |                  |      |            | 301,863.58 | CASH ACCOUNT 00000 | 10200   | TOTAL   |



06/22/2020 14:33  
1075pris1

| Town of Carlisle  
| DETAIL INVOICE LIST

| P 3  
| apwarrnt

CASH ACCOUNT:

UNDEFINED ACCOUNT.

WARRANT: 9620 06/22/2020

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| VENDOR | G/L ACCOUNTS | R | PO | TYPE | DUE DATE | INVOICE/AMOUNT | DOCUMENT | VOUCHER | CHECK |
|--------|--------------|---|----|------|----------|----------------|----------|---------|-------|
|--------|--------------|---|----|------|----------|----------------|----------|---------|-------|

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\*\* END OF REPORT - Generated by Priscilla Dumka \*\*

DATE: 06/16/2020      WARRANT: 9420      AMOUNT: \$ 43,902.92

TO THE TREASURER OF THE TOWN OF CARLISLE  
Pay to each of the persons named below, the sum set  
against their respective names, amounting in the aggregate  
to \_\_\_\_\_ Dollars

Priscilla Dumka, Town Accountant \_\_\_\_\_

Timothy D. Goddard, Chief Procurement Officer \_\_\_\_\_

.  
. .

Barbara T Arnold, Selectman \_\_\_\_\_

Luke R Ascollillo, Selectman \_\_\_\_\_

Nathan Brown, Selectman \_\_\_\_\_

Alan L Lewis, Selectman \_\_\_\_\_

Katherine T Reid, Selectman \_\_\_\_\_

| CASH ACCOUNT: 00000        |               | 10200 |             | TREASURER'S CASH |            | WARRANT: 9420  |          | 06/16/2020 |       |
|----------------------------|---------------|-------|-------------|------------------|------------|----------------|----------|------------|-------|
| VENDOR                     | G/L ACCOUNTS  | R     | PO          | TYPE             | DUE DATE   | INVOICE/AMOUNT | DOCUMENT | VOUCHER    | CHECK |
| 1 VERLIZON                 | 1 14133 55503 | 00010 | 20292       | INV              | 06/16/2020 | 67183035       | 94594    |            |       |
|                            |               |       | Utility Se  | Telephone        |            | .21            |          |            |       |
|                            |               |       | Invoice Net |                  |            | .21            |          |            |       |
|                            |               |       |             |                  |            | CHECK TOTAL    |          |            |       |
| 422 Apple, Inc.            | 1 12401 54200 | 00001 | 20654       | INV              | 06/16/2020 | AC20218495     | 94595    |            |       |
|                            |               |       | Texts, Reg  | Technology       |            | 1,169.95       |          |            |       |
|                            |               |       | Invoice Net |                  |            | 1,169.95       |          |            |       |
|                            |               |       |             |                  |            | CHECK TOTAL    |          |            |       |
| 510 LABB                   | 1 15102 55410 | 00000 |             | INV              | 06/16/2020 | 0720V3363      | 94494    |            |       |
|                            |               |       | Tuition to  | Tuition          |            | 6,090.84       |          |            |       |
|                            |               |       | Invoice Net |                  |            | 6,090.84       |          |            |       |
| 510 LABB                   | 1 15102 55410 | 00000 |             | INV              | 06/16/2020 | 0920V3364      | 94495    |            |       |
|                            |               |       | Tuition to  | Tuition          |            | 6,429.22       |          |            |       |
|                            |               |       | Invoice Net |                  |            | 6,429.22       |          |            |       |
| 510 LABB                   | 1 15102 55410 | 00000 |             | INV              | 06/16/2020 | 102043363      | 94596    |            |       |
|                            |               |       | Tuition to  | Tuition          |            | 6,767.60       |          |            |       |
|                            |               |       | Invoice Net |                  |            | 6,767.60       |          |            |       |
| 510 LABB                   | 1 15102 55410 | 00000 | 20306       | INV              | 06/16/2020 | 0420BU3363     | 94597    |            |       |
|                            |               |       | Tuition to  | Tuition          |            | 5,506.64       |          |            |       |
|                            |               |       | Invoice Net |                  |            | 5,506.64       |          |            |       |
|                            |               |       |             |                  |            | CHECK TOTAL    |          |            |       |
|                            |               |       |             |                  |            | 24,794.30      |          |            |       |
| 535 Angela Monke           | 1 12301 54270 | 00000 |             | INV              | 06/16/2020 | 09/28/19       | 94496    |            |       |
|                            |               |       | REGULAR ED  | Profession       |            | 35.45          |          |            |       |
|                            |               |       | Invoice Net |                  |            | 35.45          |          |            |       |
|                            |               |       |             |                  |            | CHECK TOTAL    |          |            |       |
|                            |               |       |             |                  |            | 35.45          |          |            |       |
| 608 SCHOOL SPECIALTY       | 1 12401 54170 | 00001 | 20707       | INV              | 06/16/2020 | 208125266266   | 94598    |            |       |
|                            |               |       | Texts, Reg  | Math             |            | 77.96          |          |            |       |
|                            |               |       | Invoice Net |                  |            | 77.96          |          |            |       |
| 608 SCHOOL SPECIALTY       | 1 12401 54160 | 00001 | 20713       | INV              | 06/16/2020 | 208125266748   | 94599    |            |       |
|                            |               |       | Texts, Reg  | Language A       |            | 830.00         |          |            |       |
|                            |               |       | Invoice Net |                  |            | 830.00         |          |            |       |
| 608 SCHOOL SPECIALTY       | 1 12401 54180 | 00001 | 20714       | INV              | 06/16/2020 | 208125266277   | 94600    |            |       |
|                            |               |       | Texts, Reg  | Social Stu       |            | 90.79          |          |            |       |
|                            |               |       | Invoice Net |                  |            | 90.79          |          |            |       |
| 608 SCHOOL SPECIALTY       | 1 12203 54401 | 00001 | 20663       | INV              | 06/16/2020 | 308103530168   | 94601    |            |       |
|                            |               |       | School Adm  | Office Sup       |            | 176.02         |          |            |       |
|                            |               |       | Invoice Net |                  |            | 176.02         |          |            |       |
|                            |               |       |             |                  |            | CHECK TOTAL    |          |            |       |
|                            |               |       |             |                  |            | 1,174.77       |          |            |       |
| 845 LAKESHORE LEARNING MAT | 1 12302 54401 | 00001 | 20689       | INV              | 06/16/2020 | 5377660620     | 94602    |            |       |
|                            |               |       | SPED        | Supplies         |            | 46.98          |          |            |       |
|                            |               |       | Invoice Net |                  |            | 46.98          |          |            |       |
|                            |               |       |             |                  |            | CHECK TOTAL    |          |            |       |
|                            |               |       |             |                  |            | 46.98          |          |            |       |



CASH ACCOUNT: 00000 10200 TREASURER'S CASH WARRANT: 9420 06/16/2020

| VENDOR                      | G/L ACCOUNTS  | R     | PO    | TYPE           | DUE DATE   | INVOICE/AMOUNT | DOCUMENT | VOUCHER | CHECK  |
|-----------------------------|---------------|-------|-------|----------------|------------|----------------|----------|---------|--------|
| 984 VERIZON WIRELESS        | 1 14133 55503 | 00001 | 20312 | INV Telephone  | 06/16/2020 | 9856183507     | 94603    |         |        |
|                             |               |       |       | Utility Se     |            | 287.97         |          |         |        |
|                             |               |       |       | Invoice Net    |            | 287.97         |          |         |        |
|                             |               |       |       |                |            | CHECK TOTAL    |          |         | 287.97 |
| 3144 Map of the Month       | 1 12401 54180 | 00000 | 20728 | INV Social Stu | 06/16/2020 | 2020-0611-01   | 94604    |         |        |
|                             |               |       |       | Texts, Reg     |            | 144.00         |          |         |        |
|                             |               |       |       | Invoice Net    |            | 144.00         |          |         |        |
|                             |               |       |       |                |            | CHECK TOTAL    |          |         | 144.00 |
| 3424 Perkins School for the | 1 12302 52408 | 00000 | 20501 | INV Contracted | 06/16/2020 | 078908         | 94605    |         |        |
|                             |               |       |       | SPED           |            | 198.00         |          |         |        |
|                             |               |       |       | Invoice Net    |            | 198.00         |          |         |        |
|                             |               |       |       |                |            | CHECK TOTAL    |          |         | 198.00 |
| 4055 SYNCB/Amazon           | 1 12302 54401 | 00001 | 20664 | INV Supplies   | 06/16/2020 | 473894464369   | 94606    |         |        |
|                             |               |       |       | Invoice Net    |            | 52.55          |          |         |        |
| 4055 SYNCB/Amazon           | 1 12401 54160 | 00001 | 20666 | INV Language A | 06/16/2020 | 597459795794   | 94607    |         |        |
|                             |               |       |       | Texts, Reg     |            | 402.27         |          |         |        |
|                             |               |       |       | Invoice Net    |            | 402.27         |          |         |        |
| 4055 SYNCB/Amazon           | 1 12401 54200 | 00001 |       | INV Technology | 06/16/2020 | 776456583437   | 94608    |         |        |
|                             |               |       |       | Texts, Reg     |            | 175.56         |          |         |        |
|                             |               |       |       | Invoice Net    |            | 175.56         |          |         |        |
| 4055 SYNCB/Amazon           | 1 12401 54160 | 00001 | 20666 | INV Language A | 06/16/2020 | 994464498958   | 94609    |         |        |
|                             |               |       |       | Texts, Reg     |            | 98.67          |          |         |        |
|                             |               |       |       | Invoice Net    |            | 98.67          |          |         |        |
| 4055 SYNCB/Amazon           | 1 12302 54401 | 00001 | 20686 | INV Supplies   | 06/16/2020 | 443986883775   | 94610    |         |        |
|                             |               |       |       | SPED           |            | 34.98          |          |         |        |
|                             |               |       |       | Invoice Net    |            | 34.98          |          |         |        |
| 4055 SYNCB/Amazon           | 1 12302 54401 | 00001 | 20686 | INV Supplies   | 06/16/2020 | 543578363997   | 94611    |         |        |
|                             |               |       |       | SPED           |            | 21.04          |          |         |        |
|                             |               |       |       | Invoice Net    |            | 21.04          |          |         |        |
| 4055 SYNCB/Amazon           | 1 12302 54401 | 00001 | 20691 | INV Supplies   | 06/16/2020 | 857888987788   | 94612    |         |        |
|                             |               |       |       | SPED           |            | 12.16          |          |         |        |
|                             |               |       |       | Invoice Net    |            | 12.16          |          |         |        |
| 4055 SYNCB/Amazon           | 1 12302 54401 | 00001 | 20691 | INV Supplies   | 06/16/2020 | 46986779868    | 94613    |         |        |
|                             |               |       |       | SPED           |            | 37.31          |          |         |        |
|                             |               |       |       | Invoice Net    |            | 37.31          |          |         |        |
| 4055 SYNCB/Amazon           | 1 12302 54401 | 00001 | 20691 | INV Supplies   | 06/16/2020 | 473374595489   | 94614    |         |        |
|                             |               |       |       | SPED           |            | 34.98          |          |         |        |
|                             |               |       |       | Invoice Net    |            | 34.98          |          |         |        |
| 4055 SYNCB/Amazon           | 1 12302 54401 | 00001 | 20691 | INV Supplies   | 06/16/2020 | 584357688486   | 94615    |         |        |
|                             |               |       |       | SPED           |            | 158.92         |          |         |        |
|                             |               |       |       | Invoice Net    |            | 158.92         |          |         |        |
| 4055 SYNCB/Amazon           | 1 13203 54401 | 00001 | 20687 | INV Supplies   | 06/16/2020 | 448978376995   | 94616    |         |        |
|                             |               |       |       | Health Ser     |            | 594.49         |          |         |        |
|                             |               |       |       | Invoice Net    |            | 594.49         |          |         |        |

CASH ACCOUNT: 00000 10200 TREASURER'S CASH WARRANT: 9420 06/16/2020

| VENDOR                    | G/L ACCOUNTS  | R           | PO    | TYPE       | DUE DATE   | INVOICE/AMOUNT | DOCUMENT | VOUCHER | CHECK |
|---------------------------|---------------|-------------|-------|------------|------------|----------------|----------|---------|-------|
| 4055 SYNCB/Amazon         | 1 12302 54401 | 00001       | 20691 | INV        | 06/16/2020 | 685765657437   | 94617    |         |       |
|                           |               | SPED        |       | Supplies   |            | 17.98          |          |         |       |
|                           |               | Invoice Net |       |            |            | 17.98          |          |         |       |
| 4055 SYNCB/Amazon         | 1 12302 54401 | 00001       | 20691 | INV        | 06/16/2020 | 469355473873   | 94618    |         |       |
|                           |               | SPED        |       | Supplies   |            | 10.44          |          |         |       |
|                           |               | Invoice Net |       |            |            | 10.44          |          |         |       |
| 4055 SYNCB/Amazon         | 1 12302 54401 | 00001       | 20695 | INV        | 06/16/2020 | 759896756965   | 94619    |         |       |
|                           |               | SPED        |       | Supplies   |            | 14.89          |          |         |       |
|                           |               | Invoice Net |       |            |            | 14.89          |          |         |       |
| 4055 SYNCB/Amazon         | 1 14223 54408 | 00001       | 20696 | INV        | 06/16/2020 | 755355634775   | 94620    |         |       |
|                           |               | Maintenanc  |       | Contracted |            | 339.90         |          |         |       |
|                           |               | Invoice Net |       |            |            | 339.90         |          |         |       |
|                           |               | CHECK TOTAL |       |            |            | 2,006.14       |          |         |       |
| 5053 PAURAVI TEABO        | 1 28326 55800 | 00000       |       | INV        | 06/16/2020 | Bus Refund 1   | 94497    |         |       |
|                           |               | BUS FEES    |       | Expenses   |            | 100.00         |          |         |       |
|                           |               | Invoice Net |       |            |            | 100.00         |          |         |       |
|                           |               | CHECK TOTAL |       |            |            | 100.00         |          |         |       |
| 5904 University of Oregon | 1 12401 54160 | 00001       |       | INV        | 06/16/2020 | 202-00044      | 94622    |         |       |
|                           |               | Texts, Reg  |       | Language A |            | 5.00           |          |         |       |
|                           |               | Invoice Net |       |            |            | 5.00           |          |         |       |
|                           |               | CHECK TOTAL |       |            |            | 5.00           |          |         |       |
| 6401 CATHERINE FINK       | 1 28326 55800 | 00000       |       | INV        | 06/16/2020 | Bus Refund 2   | 94498    |         |       |
|                           |               | BUS FEES    |       | Expenses   |            | 100.00         |          |         |       |
|                           |               | Invoice Net |       |            |            | 100.00         |          |         |       |
|                           |               | CHECK TOTAL |       |            |            | 100.00         |          |         |       |
| 6484 JERRY SHEA           | 1 28326 55800 | 00000       |       | INV        | 06/16/2020 | Bus refund 3   | 94499    |         |       |
|                           |               | BUS FEES    |       | Expenses   |            | 100.00         |          |         |       |
|                           |               | Invoice Net |       |            |            | 100.00         |          |         |       |
|                           |               | CHECK TOTAL |       |            |            | 100.00         |          |         |       |
| 6594 MICHELLE SMALL       | 1 28326 55800 | 00000       |       | INV        | 06/16/2020 | Bus Refund 4   | 94500    |         |       |
|                           |               | BUS FEES    |       | Expenses   |            | 100.00         |          |         |       |
|                           |               | Invoice Net |       |            |            | 100.00         |          |         |       |
|                           |               | CHECK TOTAL |       |            |            | 100.00         |          |         |       |
| 6655 DEBORAH KABLITSKY    | 1 28326 55800 | 00000       |       | INV        | 06/16/2020 | Bus Refund 5   | 94501    |         |       |
|                           |               | BUS FEES    |       | Expenses   |            | 100.00         |          |         |       |
|                           |               | Invoice Net |       |            |            | 100.00         |          |         |       |
|                           |               | CHECK TOTAL |       |            |            | 100.00         |          |         |       |
| 6698 KAREN LETTERI        | 1 28326 55800 | 00000       |       | INV        | 06/16/2020 | Bus Fee 6      | 94502    |         |       |
|                           |               | BUS FEES    |       | Expenses   |            | 100.00         |          |         |       |
|                           |               | Invoice Net |       |            |            | 100.00         |          |         |       |
|                           |               | CHECK TOTAL |       |            |            | 100.00         |          |         |       |

CASH ACCOUNT: 00000 10200 TREASURER'S CASH WARRANT: 9420 06/16/2020

| VENDOR                    | G/L ACCOUNTS  | R     | PO          | TYPE       | DUE DATE     | INVOICE/AMOUNT | DOCUMENT | VOUCHER | CHECK |
|---------------------------|---------------|-------|-------------|------------|--------------|----------------|----------|---------|-------|
| 7130 PHYLLIS BEWICK       | 1 28326 55800 | 00000 | INV         | 06/16/2020 | Bus Refund 7 | 94503          |          |         |       |
|                           |               |       | BUS FEES    | Expenses   |              | 100.00         |          |         |       |
|                           |               |       | Invoice Net |            |              | 100.00         |          |         |       |
|                           |               |       |             |            | CHECK TOTAL  | 100.00         |          |         |       |
| 7320 SHEILA HEEM          | 1 28326 55800 | 00000 | INV         | 06/16/2020 | Bus Refund 7 | 94504          |          |         |       |
|                           |               |       | BUS FEES    | Expenses   |              | 100.00         |          |         |       |
|                           |               |       | Invoice Net |            |              | 100.00         |          |         |       |
|                           |               |       |             |            | CHECK TOTAL  | 100.00         |          |         |       |
| 7340 Read Naturallly      | 1 12401 54160 | 00000 | INV         | 06/16/2020 | 240179       | 94623          |          |         |       |
|                           |               |       | Texts, Reg  | Language A |              | 330.00         |          |         |       |
|                           |               |       | Invoice Net |            |              | 330.00         |          |         |       |
|                           |               |       |             |            | CHECK TOTAL  | 330.00         |          |         |       |
| 7504 MOLLIE MACCORMACK    | 1 28326 55800 | 00000 | INV         | 06/16/2020 | Bus Refund 8 | 94506          |          |         |       |
|                           |               |       | BUS FEES    | Expenses   |              | 100.00         |          |         |       |
|                           |               |       | Invoice Net |            |              | 100.00         |          |         |       |
|                           |               |       |             |            | CHECK TOTAL  | 100.00         |          |         |       |
| 7529 CHRISTINA RUDZINSKI  | 1 28326 55800 | 00000 | INV         | 06/16/2020 | Bus Refund 9 | 94507          |          |         |       |
|                           |               |       | BUS FEES    | Expenses   |              | 100.00         |          |         |       |
|                           |               |       | Invoice Net |            |              | 100.00         |          |         |       |
|                           |               |       |             |            | CHECK TOTAL  | 100.00         |          |         |       |
| 7711 MARY AHN             | 1 28326 55800 | 00000 | INV         | 06/16/2020 | Bus Refund 9 | 94508          |          |         |       |
|                           |               |       | BUS FEES    | Expenses   |              | 100.00         |          |         |       |
|                           |               |       | Invoice Net |            |              | 100.00         |          |         |       |
|                           |               |       |             |            | CHECK TOTAL  | 100.00         |          |         |       |
| 8016 LESLIE BAILEY        | 1 28326 55800 | 00000 | INV         | 06/16/2020 | Bus Fee 12   | 94511          |          |         |       |
|                           |               |       | BUS FEES    | Expenses   |              | 100.00         |          |         |       |
|                           |               |       | Invoice Net |            |              | 100.00         |          |         |       |
|                           |               |       |             |            | CHECK TOTAL  | 100.00         |          |         |       |
| 8150 APRIL CVR            | 1 28326 55800 | 00000 | INV         | 06/16/2020 | Bus Fee 10   | 94509          |          |         |       |
|                           |               |       | BUS FEES    | Expenses   |              | 100.00         |          |         |       |
|                           |               |       | Invoice Net |            |              | 100.00         |          |         |       |
|                           |               |       |             |            | CHECK TOTAL  | 100.00         |          |         |       |
| 8151 MARY LANTIN CASPARIS | 1 28326 55800 | 00000 | INV         | 06/16/2020 | Bus Fee 11   | 94510          |          |         |       |
|                           |               |       | BUS FEES    | Expenses   |              | 100.00         |          |         |       |
|                           |               |       | Invoice Net |            |              | 100.00         |          |         |       |
|                           |               |       |             |            | CHECK TOTAL  | 100.00         |          |         |       |

CASH ACCOUNT: 00000 10200 TREASURER'S CASH

WARRANT: 9420 06/16/2020

| VENDOR                                 | G/L ACCOUNTS                     | R | PO | TYPE            | DUE DATE   | INVOICE/AMOUNT                                | DOCUMENT | VOUCHER | CHECK |
|--|----------------------------------|---|----|-----------------|------------|---|----------|---------|-------|
| 8172 PRAY, ALISON LEA<br>1 28326 55800 | 00000<br>BUS FEES<br>Invoice Net |   |    | INV<br>Expenses | 06/16/2020 | Bus Fee 12<br>100.00<br>100.00<br>CHECK TOTAL | 94512    |         |       |
| 8248 DONNA COLETTI<br>1 28326 55800    | 00000<br>BUS FEES<br>Invoice Net |   |    | INV<br>Expenses | 06/16/2020 | Bus Fee 13<br>100.00<br>100.00<br>CHECK TOTAL | 94513    |         |       |
| 8443 CLARA SEELEY<br>1 28326 55800     | 00000<br>BUS FEES<br>Invoice Net |   |    | INV<br>Expenses | 06/16/2020 | Bus Fee 14<br>100.00<br>100.00<br>CHECK TOTAL | 94514    |         |       |
| 8591 ANNE DIAZ TRIOLA<br>1 28326 55800 | 00001<br>BUS FEES<br>Invoice Net |   |    | INV<br>Expenses | 06/16/2020 | Bus fee 14<br>100.00<br>100.00<br>CHECK TOTAL | 94515    |         |       |
| 8592 AMY MOLTEN<br>1 28326 55800       | 00000<br>BUS FEES<br>Invoice Net |   |    | INV<br>Expenses | 06/16/2020 | Bus Fee 15<br>100.00<br>100.00<br>CHECK TOTAL | 94516    |         |       |
| 8607 GRETCHEN CURRY<br>1 28326 55800   | 00000<br>BUS FEES<br>Invoice Net |   |    | INV<br>Expenses | 06/16/2020 | Bus Fee 16<br>100.00<br>100.00<br>CHECK TOTAL | 94517    |         |       |
| 8608 AVRA ALTER<br>1 28326 55800       | 00000<br>BUS FEES<br>Invoice Net |   |    | INV<br>Expenses | 06/16/2020 | Bus Fee 16<br>100.00<br>100.00<br>CHECK TOTAL | 94518    |         |       |
| 8732 FUNING ZHANG<br>1 28326 55800     | 00000<br>BUS FEES<br>Invoice Net |   |    | INV<br>Expenses | 06/16/2020 | Bus Fee 18<br>100.00<br>100.00<br>CHECK TOTAL | 94519    |         |       |
| 8737 CHRISTINE LEAR<br>1 28326 55800   | 00000<br>BUS FEES<br>Invoice Net |   |    | INV<br>Expenses | 06/16/2020 | Bus Fee 18<br>100.00<br>100.00<br>CHECK TOTAL | 94520    |         |       |
| 8738 EMILY DIROCCO<br>1 28326 55800    | 00000<br>BUS FEES<br>Invoice Net |   |    | INV<br>Expenses | 06/16/2020 | Bus Fee 19<br>150.00<br>150.00<br>CHECK TOTAL | 94521    |         |       |

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CASH ACCOUNT: 00000 10200 TREASURER'S CASH

WARRANT: 9420 06/16/2020

| VENDOR                  | G/L ACCOUNTS | R           | PO    | TYPE       | DUE DATE   | INVOICE/AMOUNT | DOCUMENT | VOUCHER | CHECK |
|-------------------------|--------------|-------------|-------|------------|------------|----------------|----------|---------|-------|
| 8760 IBELIZA JAFFE      | 55800        | 00000       |       | INV        | 06/16/2020 | 150.00         |          |         |       |
| 1 28326                 |              | BUS FEES    |       | Expenses   |            | Bus Fee 20     | 94522    |         |       |
|                         |              | Invoice Net |       |            |            | 100.00         |          |         |       |
|                         |              |             |       |            |            | 100.00         |          |         |       |
|                         |              |             |       |            |            | CHECK TOTAL    |          |         |       |
| 8809 MARIE-LAURE RIVIER | 55800        | 00001       |       | INV        | 06/16/2020 | 100.00         |          |         |       |
| 1 28326                 |              | BUS FEES    |       | Expenses   |            | Bus Refund     | 94523    |         |       |
|                         |              | Invoice Net |       |            |            | 100.00         |          |         |       |
|                         |              |             |       |            |            | 100.00         |          |         |       |
|                         |              |             |       |            |            | CHECK TOTAL    |          |         |       |
| 8847 BARRY JOSEPH M     | 55800        | 00000       |       | INV        | 06/16/2020 | 100.00         |          |         |       |
| 1 28326                 |              | BUS FEES    |       | Expenses   |            | Bus Refund 21  | 94524    |         |       |
|                         |              | Invoice Net |       |            |            | 100.00         |          |         |       |
|                         |              |             |       |            |            | 100.00         |          |         |       |
|                         |              |             |       |            |            | CHECK TOTAL    |          |         |       |
| 8896 KAIHONG XU         | 55800        | 00000       |       | INV        | 06/16/2020 | 100.00         |          |         |       |
| 1 28326                 |              | BUS FEES    |       | Expenses   |            | Bus Refund 21  | 94525    |         |       |
|                         |              | Invoice Net |       |            |            | 100.00         |          |         |       |
|                         |              |             |       |            |            | 100.00         |          |         |       |
|                         |              |             |       |            |            | CHECK TOTAL    |          |         |       |
| 8897 BIANCA JIANG       | 55800        | 00000       |       | INV        | 06/16/2020 | 100.00         |          |         |       |
| 1 28326                 |              | BUS FEES    |       | Expenses   |            | Bus Refund 22  | 94526    |         |       |
|                         |              | Invoice Net |       |            |            | 100.00         |          |         |       |
|                         |              |             |       |            |            | 100.00         |          |         |       |
|                         |              |             |       |            |            | CHECK TOTAL    |          |         |       |
| 8906 Starfall Education | 54160        | 00000       | 20711 | INV        | 06/16/2020 | 270.00         |          |         |       |
| 1 12401                 |              | Texts, Reg  |       | Language A |            | 6947-4299-4574 | 94528    |         |       |
|                         |              | Invoice Net |       |            |            | 270.00         |          |         |       |
|                         |              |             |       |            |            | 270.00         |          |         |       |
|                         |              |             |       |            |            | CHECK TOTAL    |          |         |       |
| 8927 SONI BEST          | 55800        | 00000       |       | INV        | 06/16/2020 | 270.00         |          |         |       |
| 1 28326                 |              | BUS FEES    |       | Expenses   |            | Bus Refund 22  | 94529    |         |       |
|                         |              | Invoice Net |       |            |            | 100.00         |          |         |       |
|                         |              |             |       |            |            | 100.00         |          |         |       |
|                         |              |             |       |            |            | CHECK TOTAL    |          |         |       |
| 8989 SUSAN BLEVINS      | 55800        | 00000       |       | INV        | 06/16/2020 | 100.00         |          |         |       |
| 1 28326                 |              | BUS FEES    |       | Expenses   |            | Bus Refund 23  | 94530    |         |       |
|                         |              | Invoice Net |       |            |            | 100.00         |          |         |       |
|                         |              |             |       |            |            | 100.00         |          |         |       |
|                         |              |             |       |            |            | CHECK TOTAL    |          |         |       |
| 9054 KIM STEWART        | 55800        | 00000       |       | INV        | 06/16/2020 | 100.00         |          |         |       |
| 1 28326                 |              | BUS FEES    |       | Expenses   |            | Bus Refund 24  | 94531    |         |       |
|                         |              | Invoice Net |       |            |            | 100.00         |          |         |       |
|                         |              |             |       |            |            | 100.00         |          |         |       |
|                         |              |             |       |            |            | CHECK TOTAL    |          |         |       |

CASH ACCOUNT: 00000 10200 TREASURER'S CASH WARRANT: 9420 06/16/2020

| VENDOR                                       | G/L ACCOUNTS                             | R | PO | TYPE              | DUE DATE   | INVOICE/AMOUNT                                   | DOCUMENT | VOUCHER | CHECK |
|--|--|---|----|-------------------|------------|--|----------|---------|-------|
| 9274 ALYSON BECKER<br>1 28326                | 00000<br>BUS FEES<br>Invoice Net         |   |    | INV<br>Expenses   | 06/16/2020 | Bus Refund 24<br>150.00<br>150.00<br>CHECK TOTAL | 94532    |         |       |
| 9275 ELIZABETH HICKEY<br>1 28326             | 00000<br>BUS FEES<br>Invoice Net         |   |    | INV<br>Expenses   | 06/16/2020 | Bus Refund 27<br>100.00<br>100.00<br>CHECK TOTAL | 94533    |         |       |
| 9333 EMILY SPRONG<br>1 28326                 | 00000<br>BUS FEES<br>Invoice Net         |   |    | INV<br>Expenses   | 06/16/2020 | Bus Fee 27<br>100.00<br>100.00<br>CHECK TOTAL    | 94534    |         |       |
| 9385 AMBATTI, KARUNAKAR<br>1 28326           | 00000<br>BUS FEES<br>Invoice Net         |   |    | INV<br>Expenses   | 06/16/2020 | Bus Refund 60<br>100.00<br>100.00<br>CHECK TOTAL | 94592    |         |       |
| 9528 Walden Pond Pediatrics<br>1 13203 51290 | 00000 20339<br>Health Ser<br>Invoice Net |   |    | INV<br>Doctor's S | 06/16/2020 | June 16, 2020<br>750.00<br>750.00<br>CHECK TOTAL | 94654    |         |       |
| 9549 MATTHEW BRUNS<br>1 28326                | 00000<br>BUS FEES<br>Invoice Net         |   |    | INV<br>Expenses   | 06/16/2020 | Bus Refund 28<br>100.00<br>100.00<br>CHECK TOTAL | 94535    |         |       |
| 9566 MONETTE COTREAU<br>1 28326              | 00000<br>BUS FEES<br>Invoice Net         |   |    | INV<br>Expenses   | 06/16/2020 | Bus Refund 29<br>100.00<br>100.00<br>CHECK TOTAL | 94536    |         |       |
| 9579 HEATHER RIVERO<br>1 28326               | 00001<br>BUS FEES<br>Invoice Net         |   |    | INV<br>Expenses   | 06/16/2020 | Bus Refund 29<br>100.00<br>100.00<br>CHECK TOTAL | 94537    |         |       |
| 9595 ANDREA KAKAS<br>1 28326                 | 00000<br>BUS FEES<br>Invoice Net         |   |    | INV<br>Expenses   | 06/16/2020 | Bus Fee 29<br>100.00<br>100.00<br>CHECK TOTAL    | 94538    |         |       |
| 9622 HELEN KEIGHRON<br>1 28326               | 00000<br>BUS FEES<br>Invoice Net         |   |    | INV<br>Expenses   | 06/16/2020 | Bus Refund<br>100.00<br>100.00<br>CHECK TOTAL    | 94549    |         |       |

CASH ACCOUNT: 00000 10200 TREASURER'S CASH WARRANT: 9420 06/16/2020

| VENDOR | G/L ACCOUNTS                     | R     | PO    | TYPE        | DUE DATE   | INVOICE/AMOUNT          | DOCUMENT | VOUCHER | CHECK  |
|--------|----------------------------------|-------|-------|-------------|------------|-------------------------|----------|---------|--------|
| 9623   | CARRIE PATEL<br>1 28326 55800    | 00000 |       | INV         | 06/16/2020 | Bus Refund 34<br>100.00 | 94546    |         |        |
|        |                                  |       |       | Expenses    |            | 100.00                  |          |         |        |
|        |                                  |       |       | Invoice Net |            | CHECK TOTAL             |          |         | 100.00 |
| 9627   | BRIAN WIGTON<br>1 28326 55800    | 00000 |       | INV         | 06/16/2020 | Bus Refund 31<br>100.00 | 94540    |         |        |
|        |                                  |       |       | Expenses    |            | 100.00                  |          |         |        |
|        |                                  |       |       | Invoice Net |            | CHECK TOTAL             |          |         | 100.00 |
| 9689   | ERICA JINA<br>1 28326 55800      | 00000 |       | INV         | 06/16/2020 | Bus Refund 32<br>100.00 | 94541    |         |        |
|        |                                  |       |       | Expenses    |            | 100.00                  |          |         |        |
|        |                                  |       |       | Invoice Net |            | CHECK TOTAL             |          |         | 100.00 |
| 9839   | KIMBERLY BOSCHI<br>1 28326 55800 | 00000 |       | INV         | 06/16/2020 | Bus Refund 32<br>100.00 | 94543    |         |        |
|        |                                  |       |       | Expenses    |            | 100.00                  |          |         |        |
|        |                                  |       |       | Invoice Net |            | CHECK TOTAL             |          |         | 100.00 |
| 9840   | JILL ADAMS<br>1 28326 55800      | 00000 |       | INV         | 06/16/2020 | Bus Refund 33<br>100.00 | 94544    |         |        |
|        |                                  |       |       | Expenses    |            | 100.00                  |          |         |        |
|        |                                  |       |       | Invoice Net |            | CHECK TOTAL             |          |         | 100.00 |
| 9872   | ITAMAR HEIM<br>1 28326 55800     | 00000 |       | INV         | 06/16/2020 | Bus Refund 33<br>100.00 | 94545    |         |        |
|        |                                  |       |       | Expenses    |            | 100.00                  |          |         |        |
|        |                                  |       |       | Invoice Net |            | CHECK TOTAL             |          |         | 100.00 |
| 9875   | LORI KANE<br>1 28326 55800       | 00000 |       | INV         | 06/16/2020 | Bus Refund 36<br>100.00 | 94548    |         |        |
|        |                                  |       |       | Expenses    |            | 100.00                  |          |         |        |
|        |                                  |       |       | Invoice Net |            | CHECK TOTAL             |          |         | 100.00 |
| 9900   | RHONDA MICHAUD<br>1 28326 55800  | 00000 |       | INV         | 06/16/2020 | Bus Refund 36<br>100.00 | 94550    |         |        |
|        |                                  |       |       | Expenses    |            | 100.00                  |          |         |        |
|        |                                  |       |       | Invoice Net |            | CHECK TOTAL             |          |         | 100.00 |
| 9910   | Learning A-Z<br>1 12401 54160    | 00001 | 20710 | INV         | 06/16/2020 | 2267567                 | 94624    |         |        |
|        |                                  |       |       | Texts, Reg  |            | 299.90                  |          |         |        |
|        |                                  |       |       | Language A  |            | 299.90                  |          |         |        |
|        |                                  |       |       | Invoice Net |            | CHECK TOTAL             |          |         | 209.95 |
| 9910   | Learning A-Z<br>1 12401 54160    | 00001 | 20738 | INV         | 06/16/2020 | 2267744                 | 94625    |         |        |
|        |                                  |       |       | Texts, Reg  |            | 209.95                  |          |         |        |
|        |                                  |       |       | Language A  |            | 209.95                  |          |         |        |
|        |                                  |       |       | Invoice Net |            | CHECK TOTAL             |          |         | 209.95 |

CASH ACCOUNT: 00000 10200 TREASURER'S CASH WARRANT: 9420 06/16/2020

| VENDOR                              | G/L ACCOUNTS                       | R | PO  | TYPE       | DUE DATE | CHECK TOTAL | INVOICE/AMOUNT | DOCUMENT | VOUCHER | CHECK |
|-------------------------------------|------------------------------------|---|-----|------------|----------|-------------|----------------|----------|---------|-------|
| 10128 ACKERMAN, CAROLE L<br>1 28326 | 00000<br>BUS FEES<br>Invoice Net   |   | INV | 06/16/2020 | 509.85   | 94551       |                |          |         |       |
| 10273 Jim O'Shea<br>1 12203         | 00000<br>School Adm<br>Invoice Net |   | INV | 06/20/20   | 192.44   | 94627       |                |          |         |       |
| 10274 CINDY COX<br>1 28326          | 00000<br>BUS FEES<br>Invoice Net   |   | INV | 06/16/2020 | 192.44   | 94552       |                |          |         |       |
| 10415 JENNIFER SAAK<br>1 28326      | 00000<br>BUS FEES<br>Invoice Net   |   | INV | 06/16/2020 | 100.00   | 94553       |                |          |         |       |
| 10440 HONGMEI SHANG<br>1 28326      | 00000<br>BUS FEES<br>Invoice Net   |   | INV | 06/16/2020 | 100.00   | 94554       |                |          |         |       |
| 10446 CHRISTINE SPROULE<br>1 28326  | 00001<br>BUS FEES<br>Invoice Net   |   | INV | 06/16/2020 | 100.00   | 94555       |                |          |         |       |
| 10500 XIAOLING ZHU<br>1 28326       | 00000<br>BUS FEES<br>Invoice Net   |   | INV | 06/16/2020 | 100.00   | 94556       |                |          |         |       |
| 10600 GAURANG SHAH<br>1 28326       | 00000<br>BUS FEES<br>Invoice Net   |   | INV | 06/16/2020 | 100.00   | 94557       |                |          |         |       |
| 10617 BRENDA VIENNEAU<br>1 28326    | 00000<br>BUS FEES<br>Invoice Net   |   | INV | 06/16/2020 | 100.00   | 94558       |                |          |         |       |



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| CASH ACCOUNT: 00000          |               | 10200 |                        | TREASURER'S CASH |            | WARRANT: 9420                                    |          | 06/16/2020 |       |
|------------------------------|---------------|-------|------------------------|------------------|------------|--|----------|------------|-------|
| VENDOR                       | G/L ACCOUNTS  | R     | PO                     | TYPE             | DUE DATE   | INVOICE/AMOUNT                                   | DOCUMENT | VOUCHER    | CHECK |
| 10618 MAHREEN HODA           | 1 28326 55800 | 00000 | BUS FEES Invoice Net   | INV Expenses     | 06/16/2020 | Bus Fee 45<br>100.00<br>100.00<br>CHECK TOTAL    | 94562    |            |       |
| 10654 JUSTINA WU             | 1 28326 55800 | 00000 | BUS FEES Invoice Net   | INV Expenses     | 06/16/2020 | Bus Refund 44<br>100.00<br>100.00<br>CHECK TOTAL | 94559    |            |       |
| 10925 SHAFALI KHANDELWAL     | 1 28326 55800 | 00000 | BUS FEES Invoice Net   | INV Expenses     | 06/16/2020 | Bus Refund 43<br>100.00<br>100.00<br>CHECK TOTAL | 94560    |            |       |
| 11008 MORGAN BEARSE          | 1 28326 55800 | 00000 | BUS FEES Invoice Net   | INV Expenses     | 06/16/2020 | Bus Fee 44<br>100.00<br>100.00<br>CHECK TOTAL    | 94561    |            |       |
| 11125 NOELLE GROESCHEL MORRE | 1 12302 52408 | 00000 | SPED Invoice Net       | 20551 Contracted | 06/16/2020 | 7<br>2,160.00<br>2,160.00<br>CHECK TOTAL         | 94563    |            |       |
| 11138 AMY NICHOLS            | 1 28326 55800 | 00000 | BUS FEES Invoice Net   | INV Expenses     | 06/16/2020 | Bus Refund 35<br>100.00<br>100.00<br>CHECK TOTAL | 94564    |            |       |
| 11185 KIM AMOUZGAR           | 1 28326 55800 | 00000 | BUS FEES Invoice Net   | INV Expenses     | 06/16/2020 | Bus Refund<br>100.00<br>100.00<br>CHECK TOTAL    | 94565    |            |       |
| 11189 AZRA COSIC             | 1 28326 55800 | 00000 | BUS FEES Invoice Net   | INV Expenses     | 06/16/2020 | Bus Refund 46<br>100.00<br>100.00<br>CHECK TOTAL | 94566    |            |       |
| 11216 PAMELA HERBSTER        | 1 28326 55800 | 00000 | BUS FEES Invoice Net   | INV Expenses     | 06/16/2020 | Bus Refund 47<br>100.00<br>100.00<br>CHECK TOTAL | 94567    |            |       |
| 11220 TRUE PROGRESS LLC      | 1 12401 54170 | 00000 | Texts, Reg Invoice Net | 20729 Math       | 06/16/2020 | 1213<br>296.00<br>296.00                         | 94568    |            |       |

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Town of Carlisle  
DETAIL INVOICE LIST

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CASH ACCOUNT: 00000 10200 TREASURER'S CASH

WARRANT: 9420 06/16/2020

| VENDOR                       | G/L ACCOUNTS  | R     | PO    | TYPE                  | DUE DATE   | CHECK TOTAL | INVOICE/AMOUNT | DOCUMENT | VOUCHER | CHECK |
|------------------------------|---------------|-------|-------|-----------------------|------------|-------------|----------------|----------|---------|-------|
| 11279 HICKS, MATTHEW JOSEPH  | 1 28326 55800 | 00000 |       | INV                   | 06/16/2020 | 296.00      | Bus Refund 48  | 94569    |         |       |
|                              |               |       |       | Expenses              |            |             | 100.00         |          |         |       |
|                              |               |       |       | Invoice Net           |            |             | 100.00         |          |         |       |
|                              |               |       |       |                       |            | CHECK TOTAL |                |          |         |       |
| 11289 THE HOME DEPOT PRO     | 1 28313 55800 | 00000 | 20579 | INV                   | 06/16/2020 |             | 554816520      | 94628    |         |       |
|                              |               |       |       | Ed. Use of Other Supp |            |             | 82.50          |          |         |       |
|                              |               |       |       | Invoice Net           |            |             | 82.50          |          |         |       |
|                              |               |       |       |                       |            | CHECK TOTAL |                |          |         |       |
| 11587 LITERACY RESOURCES LLC | 1 12401 54160 | 00000 | 20719 | INV                   | 06/16/2020 |             | 57512          | 94570    |         |       |
|                              |               |       |       | Texts, Reg Language A |            |             | 342.36         |          |         |       |
|                              |               |       |       | Invoice Net           |            |             | 342.36         |          |         |       |
|                              |               |       |       |                       |            | CHECK TOTAL |                |          |         |       |
| 11634 RITVIK GADDAM          | 1 28326 55800 | 00000 |       | INV                   | 06/16/2020 |             | Bus Refund 38  | 94571    |         |       |
|                              |               |       |       | Expenses              |            |             | 100.00         |          |         |       |
|                              |               |       |       | Invoice Net           |            |             | 100.00         |          |         |       |
|                              |               |       |       |                       |            | CHECK TOTAL |                |          |         |       |
| 11636 RAYMOND CHAN           | 1 28326 55800 | 00000 |       | INV                   | 06/16/2020 |             | Bus Refund 48  | 94572    |         |       |
|                              |               |       |       | Expenses              |            |             | 100.00         |          |         |       |
|                              |               |       |       | Invoice Net           |            |             | 100.00         |          |         |       |
|                              |               |       |       |                       |            | CHECK TOTAL |                |          |         |       |
| 11637 SYDNEY TRUITT          | 1 28326 55800 | 00000 |       | INV                   | 06/16/2020 |             | Bus Refund 50  | 94575    |         |       |
|                              |               |       |       | Expenses              |            |             | 100.00         |          |         |       |
|                              |               |       |       | Invoice Net           |            |             | 100.00         |          |         |       |
|                              |               |       |       |                       |            | CHECK TOTAL |                |          |         |       |
| 11640 LEE REYNOLDS           | 1 28326 55800 | 00000 |       | INV                   | 06/16/2020 |             | Bus Refund 49  | 94574    |         |       |
|                              |               |       |       | Expenses              |            |             | 100.00         |          |         |       |
|                              |               |       |       | Invoice Net           |            |             | 100.00         |          |         |       |
|                              |               |       |       |                       |            | CHECK TOTAL |                |          |         |       |
| 11653 BART KALKSTEIN         | 1 28326 55800 | 00000 |       | INV                   | 06/16/2020 |             | Bus Refund 52  | 94577    |         |       |
|                              |               |       |       | Expenses              |            |             | 100.00         |          |         |       |
|                              |               |       |       | Invoice Net           |            |             | 100.00         |          |         |       |
|                              |               |       |       |                       |            | CHECK TOTAL |                |          |         |       |
| 11682 CAMELIA ROSCA          | 1 28326 55800 | 00000 |       | INV                   | 06/16/2020 |             | Bus Refund 49  | 94573    |         |       |
|                              |               |       |       | Expenses              |            |             | 100.00         |          |         |       |
|                              |               |       |       | Invoice Net           |            |             | 100.00         |          |         |       |
|                              |               |       |       |                       |            | CHECK TOTAL |                |          |         |       |

06/16/2020 12:28  
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Town of Carlisle  
DETAIL INVOICE LIST

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CASH ACCOUNT: 00000 10200 TREASURER'S CASH WARRANT: 9420 06/16/2020

| VENDOR | G/L ACCOUNTS                            | R     | PO    | TYPE | DUE DATE   | INVOICE/AMOUNT                                   | DOCUMENT | VOUCHER | CHECK |
|--------|---|-------|-------|------|------------|--|----------|---------|-------|
| 11695  | EMPOWERING WRITERS LLC<br>1 12401 54160 | 00000 | 20727 | INV  | 06/16/2020 | 139086<br>150.00<br>150.00<br>CHECK TOTAL        | 94626    |         |       |
| 11713  | BETH GAGE<br>1 28326 55800              | 00000 |       | INV  | 06/16/2020 | Bus Refund 52<br>100.00<br>100.00<br>CHECK TOTAL | 94578    |         |       |
| 11714  | MARK CONNELL<br>1 28326 55800           | 00000 |       | INV  | 06/16/2020 | Bus refund 53<br>118.50<br>118.50<br>CHECK TOTAL | 94579    |         |       |
| 11715  | RACHEL CORNFORTH<br>1 28326 55800       | 00000 |       | INV  | 06/16/2020 | Bus Refund 54<br>100.00<br>100.00<br>CHECK TOTAL | 94580    |         |       |
| 11716  | AUBREY HANSEN<br>1 28326 55800          | 00000 |       | INV  | 06/16/2020 | Bus Refund 53<br>118.50<br>118.50<br>CHECK TOTAL | 94581    |         |       |
| 11717  | KENNETH KAMINSKY<br>1 28326 55800       | 00000 |       | INV  | 06/16/2020 | Bus Refund 54<br>100.00<br>100.00<br>CHECK TOTAL | 94582    |         |       |
| 11718  | FRED LENNOX<br>1 28326 55800            | 00000 |       | INV  | 06/16/2020 | Bus Refund 56<br>100.00<br>100.00<br>CHECK TOTAL | 94583    |         |       |
| 11719  | MARTIN KOVACH<br>1 28326 55800          | 00000 |       | INV  | 06/16/2020 | Bus Refund<br>100.00<br>100.00<br>CHECK TOTAL    | 94584    |         |       |
| 11720  | JING WANG<br>1 28326 55800              | 00000 |       | INV  | 06/16/2020 | Bus Refund 56<br>100.00<br>100.00<br>CHECK TOTAL | 94585    |         |       |
| 11721  | MICHAEL ROSADO<br>1 28326 55800         | 00000 |       | INV  | 06/16/2020 | Bus Refund 57<br>100.00<br>100.00<br>CHECK TOTAL | 94586    |         |       |

CASH ACCOUNT: 00000 10200 TREASURER'S CASH WARRANT: 9420 06/16/2020

| VENDOR               | G/L ACCOUNTS  | R     | PO | TYPE        | DUE DATE   | INVOICE/AMOUNT | DOCUMENT | VOUCHER | CHECK  |
|----------------------|---------------|-------|----|-------------|------------|----------------|----------|---------|--------|
| 11722 BRIAN WOROBEY  | 1 28326 55800 |       |    | INV         | 06/16/2020 |                |          |         |        |
|                      |               | 00000 |    | BUS FEES    | Expenses   | Bus Refund 58  | 94587    |         |        |
|                      |               |       |    | Invoice Net |            | 100.00         |          |         |        |
|                      |               |       |    |             |            | CHECK TOTAL    |          |         | 100.00 |
| 11723 KAREN YEYINMEN | 1 28326 55800 |       |    | INV         | 06/16/2020 |                |          |         |        |
|                      |               | 00000 |    | BUS FEES    | Expenses   | Bus Refund 59  | 94588    |         |        |
|                      |               |       |    | Invoice Net |            | 100.00         |          |         |        |
|                      |               |       |    |             |            | CHECK TOTAL    |          |         | 100.00 |
| 11724 SUSAN TILLFORD | 1 28326 55800 |       |    | INV         | 06/16/2020 |                |          |         |        |
|                      |               | 00000 |    | BUS FEES    | Expenses   | Bus Refund 59  | 94589    |         |        |
|                      |               |       |    | Invoice Net |            | 100.00         |          |         |        |
|                      |               |       |    |             |            | CHECK TOTAL    |          |         | 100.00 |
| 11725 KAREN SCADUTO  | 1 28326 55800 |       |    | INV         | 06/16/2020 |                |          |         |        |
|                      |               | 00000 |    | BUS FEES    | Expenses   | Bus Refund 60  | 94590    |         |        |
|                      |               |       |    | Invoice Net |            | 100.00         |          |         |        |
|                      |               |       |    |             |            | CHECK TOTAL    |          |         | 100.00 |
| 11726 THINKGIVE, INC | 1 28318 55800 |       |    | INV         | 06/16/2020 |                |          |         |        |
|                      |               | 00000 |    | School Gif  | Other Supp | June 7, 2020   | 94591    |         |        |
|                      |               |       |    | Invoice Net |            | 320.00         |          |         |        |
|                      |               |       |    |             |            | CHECK TOTAL    |          |         | 320.00 |

128 INVOICES  
 WARRANT TOTAL 43,902.92  
 CASH ACCOUNT BALANCE 16,569,844.88





06/16/2020 15:48  
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Town of Carlisle  
ACCOUNTS PAYABLE WARRANT REPORT

P 1  
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DATE: 06/16/2020 WARRANT: 9520 AMOUNT: \$ 428,564.40

TO THE TREASURER OF THE TOWN OF CARLISLE

Pay to each of the persons named below, the sum set  
against their respective names, amounting in the aggregate  
to \_\_\_\_\_ Dollars

Priscilla Dumka, Town Accountant \_\_\_\_\_

Timothy D. Goddard, Chief Procurement Officer \_\_\_\_\_

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Barbara T Arnold, Selectman \_\_\_\_\_

Luke R Ascolillo, Selectman \_\_\_\_\_

Nathan Brown, Selectman \_\_\_\_\_

Alan L Lewis, Selectman \_\_\_\_\_

Katherine T Reid, Selectman \_\_\_\_\_

*S. 6/23/2020*





06/16/2020 15:48  
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|Town of Carlisle  
| DETAIL INVOICE LIST

|P 3  
|apwarrnt

CASH ACCOUNT:

UNDEFINED ACCOUNT.

WARRANT: 9520 06/16/2020

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| VENDOR | G/L ACCOUNTS | R | PO | TYPE | DUE DATE | INVOICE/AMOUNT | DOCUMENT | VOUCHER | CHECK |
|--------|--------------|---|----|------|----------|----------------|----------|---------|-------|
|--------|--------------|---|----|------|----------|----------------|----------|---------|-------|

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\*\* END OF REPORT - Generated by Priscilla Dumka \*\*