

Carlisle School Committee
Minutes
Wednesday, November 4, 2020
7:00 p.m.
Carlisle School Community Room
and Zoom Remote Access

Present– School Committee: Christine Lear - Chair, Amanda Comperchio, Jack Huntress
Present – School Committee via Zoom: Eva Mostoufi, Sara Wilson
Present– School Administration: James O’Shea, Superintendent
Present – School Administration via Zoom: Matt Mehler, Middle School Principal; Lori Bruce, Director of Student Support Services; Anne Mahan, Business Manager; Nancy Anderson, Assistant to the Superintendent.

In order to adhere to social distancing guidelines, 5 members of the public were allowed access to this meeting in the Community Room at the Carlisle School. Per Governor Baker’s order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, members of the public who could not access this meeting in the Community Room were able to access it via live stream at:

<https://us02web.zoom.us/j/86246809629?pwd=U3dKa3kvR2RjKzVsVkxLejgrdFO2UT09>

Meeting ID: 862 4680 9629

Passcode: AcTzz6

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

Ms. Lear called the meeting to order at 7:00 p.m. and stated that the meeting was being recorded.

II. Review/Approve Minutes

- A. Meeting of October 21, 2020 and Meeting of October 27, 2020. Ms. Comperchio made a motion to approve the minutes of October 21, 2020 and October 27, 2020; Mr. Huntress seconded the motion. There was no discussion. The following votes were taken in roll call: Comperchio, aye; Huntress, aye; Lear, aye; Wilson, aye.

III. Information/Discussion Items

- A. Brick Building Window Renovation Update. Kathy Keller presented. She noted that the windows are a character defining feature of the Brick Building, which was built in 1848. Ms. Keller said they located a contractor, Mason Cook, who will accept the project. He has been onsite, seen the scope of the work, and has a lot of experience with windows. His quote was just under \$20,000 and he had good references. Both the CPC and Town Meeting approved the project. The windows will be removed, repaired off site, then returned and reinstalled. The Historical Commission will serve in an advisory role to the School facility manager in overseeing the project. Storm windows will be put down in the meantime. Mason Cook met with Rob Fortado, Larry Sorli, Holly Mansfield, Ms. Keller

and Ms. Lee. Everything is in place if the CSC wants to move forward. Ms. Lear said that Ms. Keller and Ms. Lee did a great job pulling this together and asked when the work would begin. Ms. Keller said it could begin as soon as the CSC wanted and added that the contractor might welcome having an indoor project. Ms. Keller said they are required to get a couple of more quotes per Massachusetts General Laws. Mr. O'Shea asked that Ms. Mansfield at the Recreation Commission be part of the process because RecCom is funding some renovations. Ms. Keller clarified that the window restoration has been funded through the CPC and Ms. Mansfield is funding other renovations in the building. Ms. Keller and Ms. Lee will contact Ms. Mansfield and work with her and her schedule. Mr. Huntress wanted to clarify the role of the CSC in this process. Mr. O'Shea answered that the School controls the Brick Building and he advocates bringing all parties together to process next steps. He suggested that the CSC vote on the project now and then meetings can occur. Ms. Keller, a historical preservationist, would also like to submit paperwork for the Brick Building to be on the National Register of Historic Buildings. The application goes to the MA historical commission, then the state review board, then the National Park Service for inclusion in the state and national registers. School Committee approval is required for the nomination. Ms. Wilson asked if there are any restrictions to be aware of if the building is deemed historic. Ms. Keller said the only limitation is if you use federal funds for renovations, it has to be approved by the historical commission. The biggest plus is recognition of a historical building. Ms. Wilson asked what happens if the school needs the land in the future. Ms. Keller said it doesn't interfere with the ability to sell it, however, if it is in the register, it's considered important so thought should be given about bringing it down. She thought Town Counsel could advise about this. Ms. Lee added that a historical building allows access to funds, through grant programs and tax incentives, that might not otherwise be available,. Ms. Keller said if the CSC has specific questions, she will take them to the MA historical commission. Ms. Mostoufi asked if the storm windows would be done by the same contractor; Ms. Keller answered that the storm windows are not historic so could be done by another contractor. Mr. Huntress will coordinate a list of questions to send to Ms. Anderson who will forward them to Ms. Keller. Mr. Huntress made a motion to allow the Historical Commission to move forward with the process of renovating the windows in the Brick Building; Ms. Mostoufi seconded the motion. The following votes were taken in Roll Call: Comperchio, aye; Huntress, aye; Lear, aye; Mostoufi, aye; Wilson, aye.

- B. Parent Teacher Organization (PTO) Grants. Carrie Patel presented. Ms. Patel said that every year, the PTO goes through a grant process with the faculty and staff. After meeting with school personnel, the PTO asks the CSC to approve the grants. Ms. Patel said that the PTO funded 6 grants this year. Funded grants are: a Pro License for World Language to enhance remote learning; an equal opportunity book box (books containing diverse characters) to be used for Kindergarten and preschool; Geodes Decodable readers for second grade; books in grades 5-8 to increase diversity in classroom libraries; a Die Cut machine; and a science demo camera for the middle school, which is portable and could be useful to many other classes as well. The PTO budget was \$13.5 K, and about 12 K was allocated to these items. Mr. Huntress asked what didn't get funded. Delving into remote learning from Ms. Cox did not get funded, as well as headphones with microphones for 7th grade. The Administration will discuss both of these submissions in

more detail. Ms. Mostoufi asked if grants went to every class level; Ms. Patel answered that none of these went to 3rd or 4th grade. Ms. Lear said ideally the grants would reach as many students as possible. Ms. Patel added that curriculum enrichment reaches all grades, as does Read Across America. Mr. Huntress made a motion to waive the usual procedure of discussing an issue at one meeting and voting on it at the next; Ms. Comperchio seconded the motion. The following votes were taken in roll call: Comperchio, aye; Huntress, aye; Lear, aye; Mostoufi, aye; Wilson, aye. Ms. Comperchio made a motion to accept the PTO grants as presented; Mr. Huntress seconded the motion. The following votes were taken in roll call: Comperchio, aye; Huntress, aye; Lear, aye; Mostoufi, aye; Wilson, aye. Ms. Patel thanked the CSC.

- C. State and Local COVID Dashboard. Mr. O'Shea reviewed the established decision framework. There have been no cases in the School in the past 14 days; none since the start of School. Over 70 COVID tests have been taken by the Carlisle School community. In the Town of Carlisle, there were 4 cases last week but no new cases as of today. The MA state test positivity rate is 1.55%. The MA map is changing but Carlisle is still in the gray area. It was noted that there is little to no evidence of transmission in Schools.
- D. School Update. Mr. O'Shea gave an update on Phase 3. All students are currently in school except for the Family Choice Remote (FCR) students. Some of the school community is in quarantine based on exposure to COVID outside of School. The Principals sent out a survey to the FCR families to gather data on how things are going for students. The School will ask for a commitment before Thanksgiving for any FCR students that will return to school after December 9. The School will issue travel guidance and discourage travel out-of-state over the holidays. It was noted that some Schools are going remote from Thanksgiving through the new year. We are still planning for the return of more students in December, and maintaining 6 feet distance will be challenging with extra students in the building. Mr. O'Shea discussed the metric and asked as things progress, should the group be convened to make School instruction model decisions on a case by case basis. This will be discussed at the next CSC meeting. It was noted that there was no Halloween parade this year, but kids did wear costumes to school. The Community book group met and discussed the book White Fragility. The group will merge with the Social Justice Committee. The PTO arranged for food trucks to come to the plaza today so faculty and staff could have lunch and dessert. Mr. O'Shea said that when it snows, the School will not have traditional snow days. Mr. O'Shea will make the phone call to families and staff, and then that day will be a day of remote instruction. The last day of school will stay as is on the calendar. The 6th grade spaghetti supper took place in a different way this year. Deepa Chungi was recognized and said that they had a great group of parents and students, they sold double the amount of raffle tickets, received double sponsorships from businesses, and gave away 150 recipe books. They were grateful for such a huge response from the Town. Both teachers and parents donated. She thanked all who supported it. To raise additional funds, Dr. Mehler and Ms. Gianopoulos had pies thrown at them on a cold day on the plaza. The video will be shared. The DESE is asking Schools for specific data around instructional models. The Commissioner of Education and the governor want feedback. The DESE wants Schools to justify their models. There is a significant teacher/para/substitute shortage but the community responded to our request for substitute teachers. Dr. Mehler and Dr. Sidell

are looking to fill multiple positions. We are still seeking qualified educators including an 8th grade math teacher, and the FCR kids need paraprofessional support.

- E. School Committee Goals. Mr. Huntress reviewed the changes that he and Ms. Comperchio made to the CSC goals. He suggested that members reach out to others, such as the Principals, at the school when they are gathering information for the Superintendent evaluation. COVID 19 response was listed as a goal. He proposed working on a 5 year plan, including a component for the current year, so there's a sequential approach to rolling out the vision statement. Mr. Huntress asked if CSC objectives should be part of every school committee meeting, to make sure the CSC is staying on task. The Committee discussed the goals. The budget and policy goals were clear. Ms. Wilson asked if we need to create two budgets. Mr. O'Shea answered that the plan is for two budgets; one is if FY22 is back to normal and one is if COVID continues. Mr. Huntress asked for feedback on soliciting feedback from school personnel for the Superintendent evaluation. Ms. Wilson asked if this disrupts the normal communication flow. Mr. O'Shea answered that members of the CSC have reached out in the past to principals, the Director of Student Support Services, community members, and school personnel to inform their comments. It is not necessary for each of the members to meet with everyone, but the idea is that people at the School know how the Superintendent works on a daily basis. Each committee member can determine with whom they talk. Ms. Lear will check with MASC on guidance. Ms. Mostoufi asked if the CSC should adopt the new version of the superintendent evaluation form. Ms. Comperchio will see if MASC gives direction about this at the meeting on Saturday. Ms. Lear will research what form to use. The school business manager was added to the group from which CSC members can solicit information. Mr. O'Shea added that people are welcome to talk with teachers, parents, and other members of the community that don't work for him. Mr. Huntress reported that there is a growing divide in Carlisle between people with kids in the school and those without kids in the school. He would like to develop a method to connect with the community. The CSC could work with the COA, churches, and other stakeholders in town to create a plan. Ms. Wilson said that Ms. Sorn reports on CSC meetings, so School news is in the Mosquito; it was suggested that the CSC should talk with different groups to see if there is a space for someone from the CSC to check in or attend their meetings. Mr. Huntress will work on this idea. Mr. O'Shea said that the LEPC meets every week, and there is a lot of different representation in that group. Special education work continues. Ms. Mostoufi proposed that the goal could be having the special education subcommittee make sure the CSC is well informed on what's happening in special education. Ms. Comperchio added that the CSC has representation at the SEPAC meetings too. Mr. O'Shea said we will work closely with our special education department and SEPAC. Ms. Mostoufi said the Special Ed Subcommittee was formed last year and people are supportive of the needs of that department. Mr. O'Shea said that continued communication provides us with opportunity to understand the many components of special education. Mr. Huntress will revise the goals document for the next meeting. Ms. Lear does not propose discussing CSC goals at every meeting, but to discuss a goal as it relates to a specific agenda topic. Ms. Wilson proposed doing a mid-year check in on goals.

IV. Members'/Committee Reports as Needed

Ms. Wilson reported that she attended the EDCO roundtable meeting a couple of weeks ago, and people were impressed that Carlisle took the cautious approach and achieved a full school opening.

Special Education Subcommittee: Ms. Comperchio reported that this committee met on October 23. At that meeting, Ms. Bruce reported on the work done by the Special Education department over the last year. Items from the WestEd report will be discussed at next meeting. There will be a survey about IEPs that will be sent to the community. This committee will have at least one joint meeting with SEPAC.

CCRSD: Ms. Wilson reported that the Region worked on goals. They voted on MASC resolutions and are working on the budget. There is going to be a meeting with the Concord FinCom, Carlisle FinCom and CCRSD School Committee in December. Ms. Mostoufi added that CCRSD is going to focus on the new superintendent evaluation. In School, protocols are working and people are staying safe.

Ms. Mostoufi said that on Monday, November 16 from 7:30-9 pm, there is a presentation on what parents should know about the teen brain and substance abuse. She will forward the flyer to Ms. Anderson who will send it to members.

Budget: Mr. Huntress said there will be a budget meeting on Friday.

V. Communications/Correspondence

There were no communications.

VI. Warrants

There were no warrants.

VII. Action Item

A. Vote PTO Grants. These were voted on earlier in the meeting.

VIII. Public Comments

Carrie Patel asked if Carlisle is working with CCHS about diversity initiatives. She thought CCHS would be a helpful resource.

IX. Adjourn Meeting

Ms. Comperchio made a motion to adjourn the meeting; Mr. Huntress seconded the motion. The following votes were taken in Roll Call: Comperchio, aye; Huntress, aye; Lear, aye; Mostoufi, aye; Wilson, aye. The public meeting was adjourned at 9:03 p.m.

Respectfully submitted,



Nancy Anderson
Assistant to the Superintendent