

Carlisle School Committee

Minutes

Friday, June 12, 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:

Joint FinCom Minutes of June 2, 2020	Minutes of June 5, 2020	Superintendent Evaluation
Accounts Payable Warrant #9120; \$165,666.73	Payroll Warrant #9220; \$373,404.15	

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/88055884471?pwd=dVZacC9WcWVkemFUeHpDV1hUSmptdz09>

Meeting ID: 880 5588 4471

Password: 746870

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 8:31 a.m. Ms. Lear announced that the meeting is being recorded.

II. Review/Approve Minutes

Ms. Wilson moved to approve the joint FinCom minutes of June 2, 2020; Ms. Lavery seconded the motion. A minor edit was made to the minutes. The following votes were taken in roll call: Lavery, aye; Lear, aye; Model, aye; Mostoufi, aye; Wilson aye. Ms. Lavery moved to approve the minutes of June 5, 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

- A. Teacher and Student Presentations. Katie Rupprecht was introduced. Ms. Rupprecht is running “Friendship Zoomers” and all elementary students are invited to join these groups. Ms. Rupprecht shared a fun activity that was presented to the students in conjunction with reading the book *Alphabreaths; The ABCs of Mindful Breathing*. Over 60 students created their own entries on mindful breathing, and parents of the following students gave permission to share their student’s work: Caitlin Rubel, Josie Salley, Luke Ong-Brown, Fiona Mead, Gracyn Smith, Clio Korik, Grace Miller, Wally Chen, Amara Mazzola, Maria Lewtas, Nina Murphy, Sara Endo, Shai Rotman and Brayden Hamilton. Entries included illustrations or videos on: cat back breath, jelly breath, loop-dee-doop breath, flying breath, gorilla breath, bunny breath, and owl breath, where you move parts of your body similar to movements of these animals or objects. Ms. Rupprecht shared the student creations with the author and these clever students may get credit in his next book. Lesley Yanka presented next. Ms. Yanka and her paraprofessional, Ms. Pepe, have strived to keep a home/school connection with their students. They created bitmoji avatars of themselves, sent them to their students, and the students took pictures of themselves with their teachers. These were assembled in a presentation, “The Many Adventures of Ms. Yanka’s and Ms. Pepe’s Class.” Entries included the teachers and students going on a bike ride, horseback riding, riding in a parade, reading a story, swinging on a swing, hanging out, gardening, laying in a hammock, and playing with animals. Ms. Yanka shared that it was nice to have a digital memory of 3rd grade. Andrea Steffek presented next about her Mexican state research project. Not many students realized that Mexico is divided into states. Students were asked to research the state flag, geography, people, food, and three attractions in the state, one of which was to be shown in depth, then create a product of choice. Examples included a tourist poster, constructing a church in Minecraft, making food, and painting a picture. A couple of students shared and talked about their projects. Ryder Brady liked all of the choices but especially enjoyed making the food. He learned a lot and shared it was a great experience. Sydney Truitt shared that her state had cool traditions and food and enjoyed the project. Stage Casparis enjoyed learning about new places, and enjoyed learning that famous actors came from his state. He learned about other cultures and the project was creative and fun. Ms. Lear thanked the presenters.
- B. Update on School Closure. Mr. O’Shea gave an update. The end of the school year is approaching. The building is open Tuesday-Friday from 8-11 a.m. Graduation will be on June 17 and the plan is approved by the Health Agent. Solar trenching has begun. The Lillian Award ceremony is today. The School is working with Bedford Charter to settle a transportation agreement. Lori Bruce and Lauren Sawyer presented to the BOH about the summer program which was approved. Summer Fun through Carlisle Rec will take place at the School. The Performing Arts Center project is moving forward. We will preview the FY21 budget later in this meeting and a Budget Hearing will take place on Tuesday. Town Meeting will be on June 20. The Back to School Task Force continues to meet but 85-90% of school reopening protocols will be dictated by the State. These protocols should be received next week. The BTSTF will help make local decisions.
- C. Special Recognition. Mr. O’Shea thanked Susan Pray, Business Manager, for all she’s done for our School and District throughout her years in Carlisle. He added that Ms. Pray is a thoughtful manager, who not only identified challenges but shared solutions and

ideas. She could always be relied upon and had great knowledge. He added that the staff and community will miss her and appreciate all she has done. Mr. O’Shea thanked Ms. Pray for her dedicated service to the School, students, faculty and staff. David Model shared the following about Susan Pray:

An Appreciation of Susan Pray

I first met Susan Pray when she was the assistant to the School’s Business Manager Stephen Moore. She had a tiny desk in a dingy office in the even more decrepit old Spaulding Building. I used to stop by to discuss School finances. I was the Finance Committee’s liaison to the School, and I knew I could get reliable information from Susan.

That was fifteen budget years ago. Since then, we have pored over countless spread sheets, developed many iterations of Power Point presentations, sat in endless FinCom, School Committee, Select Board and Town meetings, and yes, we produced fifteen school budgets that the Town approved, even in the recession of 2008. Somewhere along the way after Steve and Heidi, the School had the sense to promote Susan to Business Manager, and she never looked back.

Through the years and four different administrations, we have become good friends and trusted colleagues. Susan is still the person I know I can trust to give me straight answers, and I think she also knows I have her back when it comes to presenting and defending the needs of our school. Susan is always sunny and finds time to talk without making one feel rushed. She is responsive to the demands of the teachers, administrators and Committee members. If she doesn’t have an answer at the ready, she will quickly go find it.

Life is all about doing what you love, making friends along the way, and taking the time to stay balanced. When work is over, there should be a rich life to enjoy. Susan embodies all these qualities. She enjoyed her work, and I know she loved looking out her office window at the kids parading by! Now it is time to enjoy her garden, her husband, and her own young grandchildren. Her family is her center, but we are her family too, and I hope we can stay friends and even hug when the crisis is over.

Susan, it is a bittersweet time for both of us, leaving the School we love at the end of this month. I will miss you, and the School will certainly miss you. But we found a great replacement in Anne, and I am also proud of our teachers, administrators and Committee members, all of whom demonstrate great commitment to the mission of the Carlisle School every day, year in and year out. Part of what makes Carlisle and its School great are these transitions, with new folks stepping up and others helping them learn. I am confident that Anne’s transition will be smooth and successful.

So let us celebrate Susan’s great career in the School, thank her for her years of service, and welcome Anne into the community. Everyone please take your Zoom off “mute” so we can give Susan a round of heartfelt applause—this will have to do until we can raise a glass sometime down the road!

David Model

Melissa McMorrow, Concord Road, was recognized. Ms. McMorrow was School Committee Chair for 3 years, and spent a lot of time with Ms. Pray. She enjoyed the time with her and wanted to say goodbye properly. Ms. McMorrow added that Ms. Pray has been a source of stability for the District, and during her tenure, the School never had to go to the town to ask for a supplemental budget. The news Ms. Pray delivered was not always good, but Ms. McMorrow thanked Ms. Pray for being willing to make hard decisions in the best interests of the students and the Town. She ended with saying that Ms. Pray was a positive contributor to the school community. Ms. Pray gratefully acknowledged all of the kind comments. She shared that she originally applied for a 19 hour a week job at School. She has loved her job and will miss everyone. Ms. Lear

added that as a person who struggles with the world of finance, Ms. Pray is easy to speak with and learn from, and the following people added their well wishes: Camilia Rosca, Ann Mahan, Dr. Marsh, Ginny Lamere, Katie Rupprecht, Kathi Macklis, Cyndi Samuels, Sue Foley, Lindsey Weston and many others. Carrie Patel, on behalf of the PTO, thanked Ms. Pray too. She will be missed by all.

- D. FY21 Budget Hearing Preview. Mr. O'Shea presented the FY21 Budget. Goals in creating this budget included maintaining the multi-tiered system of supports for students and creating class sizes to foster optimal learning conditions for students. It was created to align with School Committee goals and Town guidelines. The Pre-COVID FY21 budget was \$11,896,160 which was a 2.9% increase from the previous year. The Post-COVID FY21 budget is \$11,559,266, a 0% increase, a \$336,894 reduction to meet level funding. To arrive at this number, areas impacted included the following: Placeholders for out of district placements, Odden Pool/Professional Development, an unforeseen staff retirement, two decreases in FTEs at the School, facilities cuts, supply cuts, Superintendent PD and stipends. Enrollment projections were discussed. At this point in time, the class size projections for next year are as follows: PK-14; K-16; 1-17; 2-19; 3-17; 4-18; 5-22; 6-17; 7-19; 8-17. The projected student enrollment for 2020-2021 is between 609-627. Mr. Model acknowledged the huge effort in creating a level funded budget and commended Linda Vanaria and the CTA for contributing Odden Pool and stipend money. He added that this demonstrates that Carlisle School is a collective group and one community. Ms. Lear thanked the teachers' union and acknowledged the impacts and sacrifices as well. Ms. Wilson thanked FinCom, BOS, CTA and all of the Town members that have worked with the School to create the budget. Ms. Mostoufi and Ms. Lavery thanked everyone and appreciate all of the hard work that went into making this final product. Camelia Rosca, Brook Street, was recognized. She thanked Mr. O'Shea, and the administration for doing such a great job during the closure, and commended the teachers and the CTA. She asked, with these additional regulations, are there any signs that the DESE can help fund the districts by providing additional funding to schools? Mr. O'Shea answered that CARES funding is coming. Ms. Mostoufi said there may be other channels to help fund Districts. The School is keeping track of COVID expenses and hopes to get reimbursed, but as of today, there are no indications that the state or federal government will help with this funding.
- E. Superintendent Evaluation. Ms. Lear read each of Superintendent O'Shea's goals and the DESE standards, reported the ratings for each, and then the committee members read their comments. Mr. O'Shea received the following ratings for Goal 1 Student Learning: Significant Progress-2; Met-2; Exceeded-1. For Goal 2 Professional Practice: Some Progress-1; Significant Progress-1; Met-3. For Goal 3 District Improvement: Some progress-2, Met-3. For Goal 4 District Planning: Significant Progress-1; Met-2; Exceeded-2. For Standard I, Instructional Leadership, Mr. O'Shea received a Proficient rating. For Standard II, Management and Operations, he received a Proficient rating. For Standard III, Family and Community Engagement, he received an Exemplary rating. For Standard IV, Professional Culture, he received a Proficient rating. Mr. O'Shea received a Moderate rating for Impact on Student Learning, Growth and Achievement. His overall Evaluation was Proficient. Mr. O'Shea thanked the members for their feedback. He appreciated each member's thoughtful insight and perspective.

- F. Bus Fee Discussion. Mr. O'Shea shared that last week he discussed the possibility of returning some funding to parents for transportation. The School believes it's appropriate to return some fees to families. 7th and 8th graders currently pay a \$395 bus fee, and the proposal is to refund \$100 to families that paid the fee in full. This equates to about \$8,000. Mr. O'Shea would like the backing of the School Committee on this proposal.

IV. Members'/Committee Reports as Needed.

CCRS: Ms. Mostoufi reported that there was a discussion about School Committees asking the state for reimbursement for all of the COVID-19 expenses that are associated with State mandates for school reopening. There is a resolution going to Governor Charlie Baker that is coming from Amherst, saying that local budgets can't be asked to pay for supplies in order to adhere to the state mandates. This will be discussed at the next meeting.

V. Warrants

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

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

These were not addressed and will be reviewed at next week's meeting.

VI. Action Items

There were no action items.

VII. Public Comments

There were no public comments at this time.

VIII. Adjourn Meeting

Ms. Lavery made a motion to adjourn the meeting; Mr. Model seconded the motion. The following votes were taken in Roll Call: Lavery, aye; Lear, aye; Model, aye; Mostoufi, aye; Wilson, aye. The public meeting was adjourned at 10:45 a.m.

Respectfully submitted,



Nancy Anderson
Assistant to the Superintendent