

**SCHOOL COMMITTEE AGENDA
WEDNESDAY, MAY 8, 2019**

I. Call to Order

Chair announces meeting is being recorded.

II. Committee Re-organization

III. Public Comments

IV. Review/Approve Minutes

- A. Meeting of April 10, 2019
- B. Meeting of April 29, 2019

V. Information/Discussion Items

- A. 2020 8th Grade Washington DC Trip
- B. Solar Project Update and Timeline
- C. Carlisle Education Foundation Spring Grants
- D. Superintendent Evaluation Planning
- E. Policy Reorganization and Review
- F. School Fees
- G. Summer Meeting Plan

VI. Communications/Correspondence

VII. Superintendent's Report

VIII. Members'/Committee Reports as Needed

IX. Warrants

X. Action Items

XI. Citizens' Comments

XII. Adjourn Meeting

Adjourn to Executive Session pursuant to MGL Chapter 30A, Section 21(a) with no intent to return to open session for the following purpose(s):

Purpose 7, To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements. Mass. Gen. Laws Ch. 30, Section 21 A, consideration of release of executive session minutes from previous meetings.



Carlisle Public Schools

To: Carlisle School Committee
From: James F. O'Shea, Superintendent
Date: May 8, 2019
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 SC 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 Secretary, the appointment of the Treasurer for the Carlisle School District, and the appointment of the members of the Regional School Committee. Other appointments will 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 David Model, Christine Lear, Melynda Gambino, _____ and _____ 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

(New 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 Susan Pray 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. Other appointments (votes not required)

School Building Committee
Long-term Capital Requirements Committee
EDCO Board

The meeting will then return to the regular agenda.

DRAFT

Carlisle School Committee

Minutes

April 10, 2019

Carlisle School Community Room, Carlisle Schools, 83 School Street, Carlisle, MA 01741
7:00 PM

Present – School Committee: David Model - Chair, Josh Kablotsky, Mary Storrs, Christine Lear, Melynda Gambino.

Present – School Administration: James O’Shea, Superintendent; Dennet Sidell, Principal; Nancy Anderson, Assistant to the Superintendent.

Meeting Documents:

School Choice Definition	School Choice Opting Out	Minutes of 3/20/19
Minutes of 3/27/19	Carlisle Demographic and Financial Trends	Recreational Marijuana Facilities Ban
Drug and Alcohol Free Workplace Policy	Tobacco Products Policy	

I. Call to Order

Chairman David Model called the meeting to order at 7:01 pm.

II. Public School Choice Hearing

Ms. Gambino made a motion to open the School Choice hearing; Ms. Storrs seconded the motion. The following votes were taken in roll call: Gambino, aye; Storrs, aye; Model, aye; Kablotsky, aye; Lear, aye. Mr. Model asked if anyone would like to speak in support of School choice. Steve Perlman, Baldwin Road, was recognized and said that we teach our kids diversity and respect for other cultures, yet we don’t have a lot of diversity in the school community. He thought there were benefits to opening the School to School Choice. Nobody in the audience expressed opposition to School Choice. In other comments, John Ballantine, Fiske Street, said that declining enrollment could be an argument for School Choice. Having heard all comments, Ms. Gambino made a motion to close the hearing on School Choice; Ms. Storrs seconded the motion. The following votes were taken in roll call: Gambino, aye; Storrs, aye; Model, aye; Kablotsky, aye; Lear, aye. The hearing was closed.

III. Public Comment Period

Mr. Model welcomed everyone to the meeting, and asked if any members of the public had comments. There were no comments.

DRAFT

IV. Review/Approve Minutes

Ms. Gambino made a motion to approve the minutes of the meetings of March 20 and 27; Ms. Storrs seconded the motion. All members present voted in favor of approving the minutes with one minor edit.

V. Information/Discussion Items

- A. Recognition of School Committee Members. This is the final regular School Committee meeting with Ms. Storrs and Mr. Kablotsky. Mr. Kablotsky made a statement; he was grateful for the opportunity to serve the school for 9 years. He said that every community member has something to contribute and encouraged all to participate in serving the Town. He believes involvement of individuals builds community. He also said it is possible to disagree with respect and civility. Adults model behavior for children and it's especially important to show respect for diversity of opinion. He closed with saying how impressed he was with the dedication and commitment of the Carlisle School faculty and administration. Ms. Lear said that serving with Mr. Kablotsky and Ms. Storrs has been very helpful. Mr. Kablotsky made us think and Ms. Storrs advocated endlessly for the Town. It's been a joy and an inspiration to be on a Committee with both of them. Ms. Gambino enjoyed the time she has worked together with Mr. Kablotsky and Ms. Storrs and noted they often bring different perspectives to discussions. She appreciated their expertise in business and process. Mr. Model read the following statement:

I have been fortunate to have served almost two terms on a School Committee that was rich in insight and experience. Important legacy knowledge was passed from Bill Fink and Melissa McMorrow to the present committee, and I was able to collaborate with Mary and Josh on a number of issues critical to the Carlisle Schools.

Now it is time for Josh and Mary to move on, and hopefully Christine, Melynda and I have absorbed some of their knowledge as we welcome two new members next month. What is less tangible, but more critical, is their wisdom and judgement. Both Mary and Josh excel in that area, and I will miss both of them.

From Josh, who has served as my Vice Chairman this year, I have come to value his abstract way of framing an issue apart from the specifics of the situation and from a perspective that turns a tactical decision into a strategic one—precisely what a school board should be doing. As Josh has said, (and I paraphrase) “the School will run just fine this year, next year, and probably for another year no matter what we do. But how it runs a decade from now is very much our job.”

Josh's long service to the Town on School Committee is matched by his work on Long Term Caps and Municipal Facilities Committees, both of which reflect his long-term vision to keep the Town strong for many years to come. In a way, Josh's approach to the physical condition of the Town's assets is an analog to his work on the School Committee—making sure the “bones” of the Town are healthy and well cared for, but leaving the day-to-day to the professional staff.

DRAFT

Josh, although you have five children, you will no doubt pick up some free time on your “sabbatical”. We appreciate your long service and wish you good sailing ahead!

Mary has been a Chair, Vice-Chair and long serving representative to the Region. I often bounce ideas off her, her perspective and common-sense approach has been invaluable to me. Mary also has served on both the K – 8 and the Regional Committees long after her son Teddy was graduated—she has been a real trooper, or perhaps a glutton for punishment! During Mary’s time on the Region she has upheld Carlisle’s position as an equal, if minority partner—hard work that is often unheralded but not unnoticed by this Committee.

Mary is moving to the lovely town of Newburyport, so we are not only losing a valued Committee member, but also a Carlisle citizen. Hopefully, however we are not losing a friend. Thank you, Mary.

Ms. Storrs said she takes the job of School Committee member seriously, but she also likes to laugh. It’s important to have a lot of different perspectives on a committee. She added she will miss the Carlisle community. Melissa McMorrow, Concord Street, said this is an end of an era with a lot of bright future ahead. She thanked Mr. Kablotsky for keeping us focused on long term, we are better because of the perspective he has brought. She thanked Ms. Storrs for her wisdom, judgement, and strong conviction that people who serve on this Committee should not come with an agenda. She added that Ms. Storrs brought her mind and heart to countless teacher appreciation luncheons, lunch duties, and cross country meets. Catherine Fink, Daniels Lane, added that her husband Bill couldn’t be here but spoke on his behalf. Mr. Fink wanted to make sure he thanked both retiring Committee members and wished them well. Mr. Fink thanked everyone on the Committee especially Mr. Kablotsky and Ms. Storrs for their positive impact on the children of this town. Mr. O’Shea echoed the sentiments that were stated, reiterating both Mr. Kablotsky’s and Ms. Storrs qualities of wisdom, advocacy, service and always looking for continuous growth.

- B. Carlisle Demographic and Financial Trends. John Ballantine, Fiske Street, presented. He has been a Carlisle resident since 1985 and has been tracking data for over 25 years. The school population was a lot greater around the year 2000. Currently, we want families with kids to move in because school enrollment is declining. For next 10-15 years, enrollment trends are biased on the downside. He questioned how one builds a sustainable program with such variabilities. The total town population is now 5184. The retiring population is growing; both Carlisle and Massachusetts are aging. There has been a big decline in school enrollment; from 846 in 2002 to 600 in 2019. Fewer than 30 children are now born in Carlisle per year. Move-ins come in all different grades and that is variable. He cited some statistics including there were 92 homes sold in 2017, there were nine new construction houses built, but only one child moved in. The average is one new child for every new home, and a half a child for a “turnover” home; this has been surprisingly constant over 25 years. He noted that Carlisle won’t have many new houses built 10 years down the road. The average family size has dropped from 3 kids to under 2. Examples of change over time: the current enrollment is around 630, and down the road it could drop to 522. One question is if we have an unstable population over the years, how do you plan? Aging baby boomers are staying here. Surrounding towns are growing. How do we attract families to move in? Or what can we do to manage the declining enrollment? Ms. Gambino asked Mr. Ballantine

DRAFT

to please update the Committee when he updates his data and thanked him for his presentation.

- C. Spalding Field Discussion. Mr. Model stated that RecCom was looking for support of the warrant article. The Committee supports the study on Spalding Field.
- D. Co-Teaching Update. Dr. Sidell began the presentation. He stated that co-teaching is not new to Carlisle. We have had models in the middle school for years. New this year were the 4 teachers in elementary doing full time co-teaching. The model is for a general education and a special education teacher to work together to deliver services to students; a shared responsibility and accountability for learning. Co-teaching is well researched as one of the best teaching models. Benefits include: enrichment opportunities for students, a supportive system, exposure to positive academic and social models, and having two teachers focused on a classroom throughout the day and in all subjects. There is frequent small group instruction. Laura Marshall, Special Educator in the 4th grade co-taught classroom, added that this position was one of her best jobs. With the small group instruction, she gets direct feedback, can reevaluate what she is doing. One large benefit is that students are accountable and the transition time (from classroom pull-outs) is eliminated because she is in the classroom all the time. Students are connected with their peers. All services are delivered in the classroom. The goal is to keep students in the classroom. Students have grown as writers with more exposure. Students work with different peers. Ms. Marshall cited one student who has grown so much, academically and socially, after being pulled out frequently last year. Students on IEPs are meeting their goals.

Meghan Cox, 3rd grade general educator in another co-taught classroom, said that this was an incredible opportunity, and has pushed her as an educator. Co-teaching has taught her a lot and re-energized her. Another benefit to this model is the increased time to give students who need to be challenged. They don't have time to be bored. Students who have struggled are now able to help others. Ms. Cox compared IEP data from students last year with this year's data. The increased time spent in the classroom is about 300 minutes per week. Math performance data shows huge increases, and one student is now reading above grade level when he/she entered below grade level. Ms. Cox believes she and Ms. Boglarski are giving students what they need. She also surveyed students and some of their feedback included that students on IEPs said they didn't feel like they were missing something (because they are no longer pulled out of class to receive services), there is less time to be disengaged, less time for behaviors, kids feel more comfortable, and it's helpful to have more teachers. Feedback from families included: my child thrives, the model has exceeded expectations, the extra resources are great. (Note: Ms. Lear left the meeting at 8:03 p.m.)

Mr. Kablotsky said this feedback was wonderful, but asked if there were any drawbacks to the model. Ms. Marshall said that time is a downside; a lot of time is spent planning. Teachers are constantly trying to figure out and tweak what they are going to teach. Dr. Sidell said they didn't anticipate some of the social behaviors between students. Ms. Cox referenced the growing pains of being with another person, similar to a marriage, and the need to learn how to learn to balance each other's needs, and learn each other's behavior and thinking, but added that any bumps were ironed out by always focusing on what was best

DRAFT

for students. Ms. Storrs asked how you measure the impact of this model as kids move on to next grade? The answer was that teachers look at the personal growth of students. Mr. Kablotsky asked about why this model was implemented this year. Dr. Sidell answered that he has had a history with co-teaching, as does Mr. Verbits. They knew it was a practice that is well researched and successful. They asked parents for feedback, and looked at staff that would want to do it. These two cohorts worked well for their first time. Moving forward and supported by academic research, certain kids will be kept in the cohort and others will be assigned elsewhere and new kids added to the mix. Mr. Model thanked everyone for the presentation.

- E. Recreational Marijuana Facilities Ban. Peter Gambino, chair of the Planning Board, presented. Mr. Gambino said Planning Board representatives are going before all of the other boards to gain support of warrant articles and ballot questions that involve zoning for recreational marijuana establishment types. If we don't pass something, state law will allow one each of the 8 types of establishments subject to the host community agreement negotiated by the Board of Selectmen. Establishments will be placed with the required setback from child facilities (school, daycare, etc.) The Planning Board had public meetings and worked with Town Counsel to draft bylaws. The Board posed 3 questions to townspeople: 81% respondents were in favor of limiting recreational marijuana facilities in some form, and 58% were in favor of a complete ban of recreational facilities. Two amendments were proposed for facilities. Concord and Bedford have partial bans; Acton, Westford and Chelmsford have a full ban. Two votes on Town Meeting agenda require 2/3 majority; a complete ban and a limit on facilities (less than state law). To pass either ban, the Town needs a vote on the Town Ballot. Therefore, if a full ban passes at town meeting and at ballot, it will pass. If both fail either at TM or at the ballot, there will be no local marijuana zoning in effect. Mr. Gambino asked that if people support a full ban, they should also vote for a partial ban. Mr. Model believes the Committee should take a position on this. Mr. Kablotsky asked if there are tax implications. Mr. Gambino said the tax benefits to the town are low, about 3 percent, but extra police details would be needed to help manage lines and for policing these facilities, negating any potential upside effect.
- F. Solar discussion. Jon DeKock presented. There will be three warrants. They need 2/3 vote on zoning bylaw (first), majority vote on 2nd, 2/3 vote on 3rd. Ms. Gambino clarified that these articles will be moved in order. FinCom and Board of Selectmen are hesitant to take positions on warrant articles that have a financial impact. We are generating revenue by the solar project. The school parking lot is already over 30 years old. Mr. Model said the construction damage will render the parking lot unusable if not repaved. If articles pass, then Ameresco goes through other steps. Mr. DeKock said that the permitting process takes at least 2 months. The construction start-to-finish time frame is unknown. If the project does run into September, how will that be managed? Mr. DeKock added that the financial impact is not good if we postpone until the following summer due to the expiring state incentives. Mr. O'Shea added that it's a big challenge if we have to move the project into the fall. Based on values of the leases, it looks likely that lease payments would pay for the paving.

DRAFT

G. School Committee Schedule and Agenda Topics

- a. May Meeting. This is last standing meeting of this current committee. Do we want to move the May meeting to the following week to allow time for new members to come aboard and prepare for reorganization of the Committee? The consensus was no.
- b. Student Presentations. What are impacts of changing these to May? It was felt it is not a lot of time for teachers to recommend students and for them to prepare. The student showcase will stay in June.
- c. Superintendent Evaluation. Everyone thought it would be a time crunch to move this evaluation to May, especially since Superintendent goals were not finalized until mid-year.

Therefore, the current School Committee meeting schedule will remain as published.

H. Policies

- a. Drug and Alcohol-Free Workplace. Mr. O'Shea said this policy was vetted by counsel, who recommended we keep language as is. Language reflects the federal law. MASC language is in there too.
- b. Tobacco Products. Mr. O'Shea asked for this policy to be vetted by counsel as well.

Mr. Model wants to discuss the approach to policies in the summer session.

VI. **Communications/Correspondence**

Ms. Gambino shared that the Carlisle Conservation Foundation has distributed trails maps to every family and to teachers at the Carlisle School. There is an initiative to get people out on Carlisle Community Trail's Day on May 18 to walk the trails.

VII. **Superintendent's Report**

Highlights of Superintendent Jim O'Shea's report included:

The search for a new Director of Student Support Services is underway. Committee members have been identified and include students, faculty, and parents. The School will be reposting the job description with updated information.

There was a 4th grade parent meeting about the triad in 5th grade next year.

Students performed in Mechanics Hall; thanks to Valerie and Kevin for coordinating this event.

Carlisle received a silver medal at the MICCA festival.

Master Planning Committee meetings were held in last couple of weeks.

CEF had a fundraiser this past Saturday night.

PTO book fair is going on right now.

Next week is April vacation.

DRAFT

VIII. Members'/Committee Reports as Needed

- A. Regional School Committee. Ms. Storrs reported that the Region could be voting on the CCHS paving project tonight. Carlisle FinCom chose not to support it. Concord selectmen voted 3-2 in favor of it.

Note: Later in the meeting, Ms. Storrs reported that the parking and paving project did not pass in Concord, as texted by Ms. Lear, who left to represent Carlisle at the Concord meeting.

- B. Long Term Caps approved a warrant article.
- C. Municipal Facilities: proposed changes to fire station had been discussed in the past; the new chief asked for time to decide what he needs. A diesel storage tank under the generator has to be removed. They are working through presenting details on Police Station renovation. Community will get to tour facilities to see the proposed changes. Mr. Kablotsky asked Municipal Facilities to consider School Committee representation on the Municipal Facilities Committee.

IX. Warrants

- A. Payroll Warrant #6719; 386,473.84
- B. Accounts Payable Warrant #6919; \$57,127.17
- C. Accounts Payable Warrant #6619; \$44,122.74

X. Action Items

- A. Vote School Choice. Mr. Kablotsky moved that the District opts not to accept School Choice for reasons of space; Ms. Storrs seconded the motion. Mr. Kablotsky is a supporter of School Choice, but schools are not reimbursed for the full amount of educating a student. The following votes were taken in roll call: Gambino, aye; Storrs, aye; Model, aye; Kablotsky, aye. Carlisle will not participate in School Choice for 2019-2020.
- B. Vote to Approve Superintendent's Contract. Ms. Gambino moved to approve Superintendent Jim O'Shea's 4-year contract; Ms. Storrs seconded the motion. All members present voted in favor.
- C. Vote Appointment of Special Legal Counsel to Address Special Education Matter. The School has a special education attorney and this person also represents another town, which presents a conflict in one current special education matter. Ms. Gambino made a motion to approve the appointment of Murphy, Hesse, Toomey & Lehane as special Legal Counsel to address a Special Education matter; Ms. Storrs seconded the motion. All members present voted in favor.
- D. Vote to Support Master Planning Committee's Warrant Request. The Master Planning Committee is asking for \$160,000 to fund hiring a consulting firm and do supplemental

DRAFT

work. Ms. Gambino made a motion to support the Master Planning Committee's article 12; Mr. Kablotsky seconded the motion. All members present voted in favor.

- E. Vote on Articles for Solar Project. Ms. Gambino made a motion to support articles 24, 25 and 26; Ms. Storrs seconded the motion. All members present voted in favor.
- F. Vote on Complete Streets. Ms. Gambino made a motion to support Warrant article #13, Complete Streets, for funds that will supplement complete streets and crosswalks on 142 Bedford Road and at Banta Davis. Mr. Kablotsky asked for more details and it was determined that another meeting would be needed to discuss this topic. The School Committee will hold a tentative meeting on April 29 at 6:00 before Town Meeting.
- G. Vote on Article 30 Spalding Field Study. Ms. Gambino made a motion to support article 30; Ms. Storrs seconded the motion. All members present voted in favor.
- H. Vote Oversight of Spalding Field Study to Recreation Commission. This discussion was tabled.
- I. Vote Drug and Alcohol-Free Workplace. Mr. Kablotsky moved to reject this policy, nobody seconded the motion. Mr. Kablotsky prefers the policy reference state law. Mr. Kablotsky withdrew his motion.
- J. Vote Tobacco Products. Mr. Kablotsky moved to accept this policy, then withdrew the motion. Policies will be discussed at a future meeting.

Mr. Kablotsky is opposed to us taking a position on the bylaws for recreational marijuana facilities. This topic will be added to the agenda for the next meeting on April 29th.

XI. Citizens' Comments

There were no citizens' comments.

XII. Adjourn Meeting to Executive Session pursuant to MGL Chapter 30A, Section 21(a) with no intent to return to open session for the following purpose(s):

- A. **Purpose 3**, To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body; and
- B. **Purpose 7**, To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements. Mass. Gen. Laws Ch. 30, sec. 22(g), consideration of approval of executive session minutes from previous meetings.

Ms. Gambino made a motion to adjourn the meeting to executive session with no intent to return to open session for the purposes listed above; Ms. Storrs seconded the motion. The following votes were taken in roll call:

Gambino, aye; Storrs, aye; Model, aye; Kablotsky, aye.

The public meeting was adjourned at 9:38 pm.

DRAFT

Respectfully submitted,

Nancy Anderson
Assistant to the Superintendent

DRAFT

Carlisle School Committee
Minutes
April 29, 2019
Spalding Conference Room,
Carlisle Schools, 83 School Street, Carlisle, MA 01741
6:00 PM

Present – School Committee: David Model - Chair, Josh Kablotsky, Mary Storrs, Christine Lear, Melynda Gambino.

Present – School Administration: James O’Shea, Superintendent; Susan Pray, Business Manager; Nancy Anderson, Assistant to the Superintendent.

I. Call to Order

Chairman David Model called the meeting to order at 6:01 pm.

II. Public Comment Period

Mr. Model welcomed everyone to the meeting. There were no public comments.

III. Information/Discussion Items

A. Complete Streets. Ms. Gambino presented. This grant encompasses safety in the town center and improving pedestrian safety particularly in the crosswalks on Bedford Road. She noted that there were several pedestrian accidents at 142 Bedford Road this past year. The speed limit has been reduced to 25 mph. The State has provided Carlisle with money to work with an engineering firm and the top safety projects have been identified. Carlisle applied for a \$400,000 grant and received \$250,000. Money will be used to redesign of the rotary, and realign the approaches to the rotary. The \$50,000 warrant article is to supplement these projects. Mr. Kablotsky would have liked to have seen a more in-depth presentation on this project in advance of Town Meeting, and Ms. Gambino realized she has not shared a lot of details on it. Ms. Gambino discussed the timeline; the design phase of the project will take awhile, so the construction may go into next year. The next step is to select a design firm.

B. Recreational Marijuana Facilities Ban. The discussion was whether the School Committee should take a position on this warrant article. Mr. Kablotsky said the Committee should not take a position because it is not a school issue. Ms. Lear agreed. There are already setbacks (from facilities with children) in place for the marijuana facilities. Mr. Model said the only reason the Committee should take a position is if we thought the location of the Marijuana facility would be a danger to children.

IV. Action Items

These were tabled until open meeting resumed.

V. Adjourn Open Meeting

DRAFT

Adjourn to Executive Session pursuant to MGL Chapter 30A, Section 21(a) with intent to reconvene in open session for the following purposes:

Purpose 2, To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel; and

Purpose 3, To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body.

Mr. Kablotsky moved to adjourn to Executive session for the above purposes; Ms. Storrs seconded the motion. The following votes were taken in roll call: Storrs, aye; Gambino, aye; Model, aye; Kablotsky, aye; Lear, aye. The open public meeting was adjourned at 6:22 p.m.

VI. Re-open Public Meeting; Action Items

The open meeting was reconvened at 6:30 p.m. Mr. Ascolillo of the Board Of Selectmen joined by invitation. Ms. Gambino made a motion to approve the two Memoranda of Understanding (MOAs) between the School Committee and the Carlisle Teachers' Association regarding the CTA contract; Mr. Kablotsky seconded the motion. All of the School Committee members, along with Mr. Ascolillo, voted in favor of the motion to approve the MOAs.

Ms. Lear made a motion to support Warrant Article 13, Complete Streets; Ms. Gambino seconded the motion. Ms. Storrs stated that the entire School Committee wants to keep our kids safe but she would rather not take a position on the article. Ms. Lear withdrew her motion.

There was no motion on the Recreational Marijuana Facilities Ban.

In other business, Mr. Kablotsky shared that parents are expressing concern at the cost of next year's proposed 8th grade trip to Washington D.C., which costs approximately \$1400. Mr. Model said the Committee should have requested a fund -raising plan when the trip was proposed to them last year; as an out of state trip, it should be reviewed annually by the Committee. The cost for this trip should be coming, in part at least, from the funds the 8th grade class has raised. 8th grade teacher Mickey Kilmartin is giving a presentation to parents in early May about the trip, and will present at the May CSC meeting as well. Questions from the Committee included what price Concord students pay to go on this trip, and what money remains in the current 8th grade account. Mr. O'Shea will investigate these questions and report back to the Committee. The D.C. trip has to be accessible to every student and there is scholarship money available to students who can't pay for it.

Mr. Kablotsky made a motion to adjourn the meeting; Ms. Storrs seconded the motion. All members voted in favor.

The meeting was adjourned at 6:54 p.m.

DRAFT

Respectfully submitted,

Nancy Anderson
Assistant to the Superintendent

JAMES F. O'SHEA

Carlisle Public Schools

Superintendent Evaluation

**School Committee Member: David Model (DM), Josh Kablotsky (JK), Melynda Gambino (MG),
Christine Lear (CL), Mary Storrs (MS),**
(The Committee Member's Name is required)

June 12, 2019

Superintendent's Performance Goals

Goals should be SMART and include at least one goal for each category: professional practice, student learning, and district improvement.
Check one box for each goal.

Goal(s)	Description	Did Not Meet	Some Progress	Significant Progress	Met	Exceeded
Professional Practice						
1	<p>Student Learning Goal</p> <p>Ensure a shared vision of excellence in instructional practices and student achievement among our Instructional Leadership Team (Middle School Principal, Elementary Principal, Student Services Director, and Superintendent). This will be measured by a high level of consistency in format, breadth and depth of classroom observation documentation and feedback, and 100% adherence with the Carlisle Educator Evaluation Process.</p>					
Student Learning						
2	<p>Professional Practice Goal</p> <p>Engage parents, families, and community members in the work of the district by providing opportunities for them to participate in conversations regarding district programming and contemporary educational issues, and by providing opportunities for the community to share feedback and perspectives on key topics which the district is working on. In addition, we will take initial steps to improve family engagement through the selection and successful implementation of a new Student Information System (SIS) and its associated communication module.</p>					
District Improvement						

<p style="text-align: center;">3</p>	<p>District Improvement Goal</p> <p>Develop a shared vision and focus on school improvement within our administrative team. Communicate district objectives, and actively engage our administrative team in developing, implementing and evaluating district improvement strategies, especially those identified in the District Improvement Plan</p> <p>Provide a Rich, Rigorous and Relevant Curriculum:</p> <p>Provide a rich, rigorous, and relevant curriculum, which ensures students develop academic and intellectual skills, along with, the social and emotional competence to be confident, engaged and successful global citizens in the 21st century.</p> <p>Build a Community of Respect and Inclusion in a Safe and Healthy Learning environment:</p> <p>Build a community of inclusion, which understands accepts and embraces diversity, where all students feel known, cared for, welcome, respected and enjoy their educational experience.</p> <p>Ensure Equity and Excellence in Learning:</p> <p>Ensure that all students have access to high quality content and differentiated instruction that provides for the academic, social and emotional supports required to ensure success for all students.</p>						
<p style="text-align: center;">4</p>	<p>District Planning Goal</p> <p>Explore possible models for restructuring resources at the middle school level and seek opportunities to refine processes in grades PreK-8, in order to meet the needs of students while also addressing declining enrollments and budgetary restraints. The goal would be to identify approaches that would have a budgetary impact without compromising quality. The goal would be to identify a number possible options by the end of the 2018-2019 school year with the intention of piloting a component in 2019-2020.</p>						

Superintendent's Performance Rating for Standard I: Instructional Leadership

	Unsatisfactory	Needs Improvement	Proficient	Exemplary
I-A. Curriculum: Ensures that all instructional staff design effective and rigorous standards-based units of instruction consisting of well-structured lessons with measureable outcomes.				
I-B. Instruction: Ensures that practices in all settings reflect high expectations regarding content and quality of effort and work, engage all students, and are personalized to accommodate diverse learning styles, needs, interests, and levels of readiness.				
I-C. Assessment: Ensures that all principals and administrators facilitate practices that propel personnel to use a variety of formal and informal methods and assessments to measure student learning, growth, and understanding and make necessary adjustments to their practice when students are not learning.				
I-D. Evaluation: Ensures effective and timely supervision and evaluation of all staff in alignment with state regulations and contract provisions.				
I-E. Data-Informed Decision Making: Uses multiple sources of evidence related to student learning—including state, district, and school assessment results and growth data—to inform school and district goals and improve organizational performance, educator effectiveness, and student learning.				

Overall Rating for Standard I (Circle one.)	The education leader promotes the learning and growth of all students and the success of all staff by cultivating a shared vision that makes powerful teaching and learning the central focus of schooling.
---	---

Unsatisfactory

Needs Improvement

Proficient

Exemplary

<p>Comments and analysis (recommended for any overall rating; required for overall rating of <i>Exemplary</i>, <i>Needs Improvement</i> or <i>Unsatisfactory</i>):</p>

Examples of evidence superintendent might provide:

- Goals progress report
- Analysis of classroom walk-through data
- Analysis of district assessment data
- Sample of district and school improvement plans and progress reports
- Analysis of staff evaluation data
- Report on educator practice and student learning goals
- Student achievement data
- Analysis of student feedback
- Analysis of staff feedback
- Relevant school committee meeting agendas/materials
- Analysis of leadership team(s) agendas and/or feedback
- Protocol for school visits
- Other: _____

Superintendent's Performance Rating for Standard II: Management and Operations

	Unsatisfactory	Needs Improvement	Proficient	Exemplary
II-A. Environment: Develops and executes effective plans, procedures, routines, and operational systems to address a full range of safety, health, emotional, and social needs.				
II-B. Human Resources Management and Development: Implements a cohesive approach to recruiting, hiring, induction, development, and career growth that promotes high-quality and effective practice.				
II-C. Scheduling and Management Information Systems: Uses systems to ensure optimal use of data and time for teaching, learning, and collaboration, minimizing disruptions and distractions for school-level staff.				
II-D. Law, Ethics, and Policies: Understands and complies with state and federal laws and mandates, school committee policies, collective bargaining agreements, and ethical guidelines.				
II-E. Fiscal Systems: Develops a budget that supports the district's vision, mission, and goals; allocates and manages expenditures consistent with district- and school-level goals and available resources.				

<p>Overall Rating for Standard II (Circle one.)</p>	<p>The education leader promotes the learning and growth of all students and the success of all staff by ensuring a safe, efficient, and effective learning environment, using resources to implement appropriate curriculum, staffing, and scheduling.</p>
--	---

Unsatisfactory

Needs Improvement

Proficient

Exemplary

Comments and analysis (recommended for any overall rating; required for overall rating of *Exemplary*, *Needs Improvement* or *Unsatisfactory*):

Examples of evidence superintendent might provide:

- Goals progress report
- Budget analyses and monitoring reports
- Budget presentations and related materials
- External reviews and audits

- Staff attendance, hiring, retention, and other HR data
- Analysis of student feedback
- Analysis of staff feedback
- Analysis of safety and crisis plan elements and/or incidence reports

- Relevant school committee meeting agendas/minutes/materials
- Analysis and/or samples of leadership team(s) schedule/agendas/materials
- Other: _____

Superintendent's Performance Rating for Standard III: Family and Community Engagement

	Unsatisfactory	Needs Improvement	Proficient	Exemplary
<i>Check one box for each indicator and circle the overall standard rating.</i>				
III-A. Engagement: Actively ensures that all families are welcome members of the classroom and school community and can contribute to the effectiveness of the classroom, school, district, and community.				
III-B. Sharing Responsibility: Continuously collaborates with families and community stakeholders to support student learning and development at home, school, and in the community.				
III-C. Communication: Engages in regular, two-way, culturally proficient communication with families and community stakeholders about student learning and performance.				
III-D. Family Concerns: Addresses family and community concerns in an equitable, effective, and efficient manner.				

Overall Rating for Standard III <i>(Circle one.)</i>	This education leader promotes the learning and growth of all students and the success of all staff through effective partnerships with families, community organizations, and other stakeholders that support the mission of the district and its schools.
--	---

Unsatisfactory
Needs Improvement
Proficient
Exemplary

Comments and analysis (recommended for any overall rating; required for overall rating of *Exemplary*, *Needs Improvement* or *Unsatisfactory*):

Examples of evidence superintendent might provide:

- | | | |
|--|--|--|
| <input type="checkbox"/> Goals progress report
<input type="checkbox"/> Participation rates and other data about school and district family engagement activities | <input type="checkbox"/> Evidence of community support and/or engagement
<input type="checkbox"/> Sample district and school newsletters and/or other communications
<input type="checkbox"/> Analysis of school improvement goals/reports | <input type="checkbox"/> Community organization membership/participation/contributions |
|--|--|--|

Analysis of survey results from parent and/or community stakeholders

Relevant school committee presentations and minutes

Other: _____



Superintendent's Performance Rating for Standard IV: Professional Culture

	Unsatisfactory	Needs Improvement	Proficient	Exemplary
IV-A. Commitment to High Standards: Fosters a shared commitment to high standards of service, teaching, and learning with high expectations for achievement for all.				
IV-B. Cultural Proficiency: Ensures that policies and practices enable staff members and students to interact effectively in a culturally diverse environment in which students' backgrounds, identities, strengths, and challenges are respected.				
IV-C. Communication: Demonstrates strong interpersonal, written, and verbal communication skills.				
IV-D. Continuous Learning: Develops and nurtures a culture in which staff members are reflective about their practice and use student data, current research, best practices, and theory to continuously adapt practice and achieve improved results. Models these behaviors in his or her own practice.				
IV-E. Shared Vision: Successfully and continuously engages all stakeholders in the creation of a shared educational vision in which every student is prepared to succeed in postsecondary education and become a responsible citizen and global contributor.				
IV-F. Managing Conflict: Employs strategies for responding to disagreement and dissent, constructively resolving conflict and building consensus throughout a district or school community.				

Overall Rating for Standard IV (<i>C i r c l e o n e .</i>)	The education leader promotes the learning and growth of all students and the success of all staff by nurturing and sustaining a district-wide culture of reflective practice, high expectations, and continuous learning for staff.
---	--

Unsatisfactory
Needs Improvement
Proficient
Exemplary

Comments and analysis (recommended for any overall rating; required for overall rating of <i>Exemplary</i>, <i>Needs Improvement</i> or <i>Unsatisfactory</i>):

Examples of evidence superintendent might provide:

- Goals progress report
- District and school improvement plans and reports
- Staff attendance and other data
- Memos/newsletters to staff and other stakeholders
- School visit protocol and sample follow-up reports
- Presentations/materials for community/parent meetings
- Analysis of staff feedback
- Samples of principal/administrator practice goals
- School committee meeting agendas/materials
- Sample of leadership team(s) agendas and materials
- Analysis of staff feedback
- Other: _____





Carlisle School Committee Policies

The Carlisle Public School policies have been re-organized for easier accessibility and to align with the MASCC Policy Reference Manual.

Section A: Foundations and Basic Commitments

- A1 School District Legal Status: 1/11/17
- A2 Qualified Individual with a Disability: 4/2/14
- A3 Equal Educational Opportunity: 1/13/16
- A4 Equal Opportunity Employment Statement: 3/20/19
- A5 Background Checks: 6/13/18
- A6 Sexual Harassment: 2/11/14
- A7 Safety program: 4/12/16

Section B: Governance and Operation

- B1 School Committee By-Laws: 5/10/17
- B2 School Committee Ethics: 1/2/13
- B3 Warrant Signature: 1/11/17

Section C: General School Administration

- C1 Administrative Structure: 11/9/16
- C2 Damage and Vandalism: 1/13/16
- C3 Distribution of Information: 1/13/16
- C4 Emergency Closings: 1/9/19
- C5 Evaluation of Administration, Faculty, and Staff: 11/14/18
- C6 School Council: 9/3/17
- C7 School Visits: 11/12/14
- C8 Web Page Publishing Policy: 6/6/07
- C9 Wellness: 12/14/16

Section E: Support Services

- E1 Communicable diseases: 5/11/16
- E2 Health Policy Manual: 5/11/16
- E3 Life Threatening Allergy: 5/11/16
- E4 Medication Administration Policy: 5/11/16
- E5 School Bus: 3/14/18

Section F: Facilities

- F1 Buildings and Grounds Safety and Security: 11/12/14
- F2 Use of Cameras for Safety and Security: 9/14/16
- F3 Facility Naming: 1/9/19
- F4 No Idling: 3/9/16
- F5 Pest Management: 4/12/17
- F6 Public Access Defibrillation Program: 2/8/17
- F7 Tobacco Products: 12/10/14
- F8 Use of School Facilities: 3/8/17
- F9 Use of School Playing Fields: 3/8/17

Section G: Personnel

- G1 Domestic Violence Leave: 3/20/19
- G2 Drug and alcohol -free Workplace: 3/5/14
- G3 Emergency Plans: 2/10/16
- G4 Staff Conduct: 12/9/15

Section I: Instruction

- I1 Access to Digital Resources: 12/13/17
- I2 Animals in School: 12/13/17
- I3 Empowered Digital Use: 12/13/17
- I4 Field Trip: 4/11/18
- I5 Home Schooling: 10/14/16
- I6 Homework Policy: 2/12/13
- I7 Library Selection: 6/15/17
- I8 Teaching about Drugs, Alcohol, and Tobacco: 9/14/16
- I9 Volunteers: 3/14/18

Section J: Students

- J1 Activity Fee: 5/8/17
- J2 Anti-Bullying: 2/11/14
- J3 Anti-hazing: 3/3/15
- J4 Drug and Alcohol Use by students: 3/20/19
- J5 Homeless Students: 4/12/17
- J6 Kindergarten and Grade 1 Entrance: 12/14/16
- J7 Out of State, Overnight trips: 4/11/18
- J8 Physical Restraint: 11/11/15
- J9 Pregnant students: 2/8/17

- J10 Protection of Pupil rights: 1/24/18
- J11 Reporting of child abuse and Neglect: 11/9/16
- J12 Residency: 11/14/18
- J13 School Attendance: 1/5/11
- J14 Student Discipline: 5/3/15
- J15 Student records regulations: 4/12/17
- J16 Student Rights and Responsibilities: 2/10/16
- J17 Student Safety: 2/10/16
- J18 Students Transportation by Staff in Private Vehicles: 12/4/13

Section K: Community Relations

- K1 Energy Star Compliance: 3/8/17
- K2 Gifts and Loans: 11/12/14

Carlisle School Committee Policies proposed for review in 2019-2020

These policies have been selected based upon the date of their last review. It could also be possible to create a list of policies for review based upon the organization of the policies.

- A2 Qualified Individual with a Disability: 4/2/14
- A6 Sexual Harassment: 2/11/14
- B2 School Committee Ethics: 1/2/13
- C7 School Visits: 11/12/14
- C8 Web Page Publishing Policy: 6/6/07
- F1** Buildings and Grounds Safety and Security: 11/12/14
- F7 Tobacco Products: 12/10/14
- G2 Drug and alcohol -free Workplace: 3/5/14
- G3 Emergency Plans: 2/10/16
- G4 Staff Conduct: 12/9/15
- I5 Home Schooling: 10/14/16
- I6 Homework Policy: 2/12/13
- I8 Teaching about Drugs, Alcohol, and Tobacco: 9/14/16
- J2 Anti-Bullying: 2/11/14
- J3 Anti-hazing: 3/3/15
- J6 Kindergarten and Grade 1 Entrance: 12/14/16
- J8 Physical Restraint: 11/11/15
- J11 Reporting of child abuse and Neglect: 11/9/16
- J13 School Attendance: 1/5/11
- J14 Student Discipline: 5/3/15
- J16 Student Rights and Responsibilities: 2/10/16
- J17 Student Safety: 2/10/16
- J18 Students Transportation by Staff in Private Vehicles: 12/4/13
- K2 Gifts and Loans: 11/12/14

Carlisle School Committee Policy Review Pilot for 2019-2020

The possibility of creating a policy sub-committee to facilitate policy review was discussed during the March 13, 2019 School Committee and at that time it was determined that we should pilot such a program for the 2019-2020 session. If that approach is still acceptable, we should identify which Committee members will be serving on the Policy Sub-committee and we can work out the meeting times and dates at the summer session of the School Committee

**Carlisle Public Schools
FY'17 FEE Recommendations**

Carlisle Public School FEES	FY'19 (18-19)	FY'20 Recommended (19-20)
Athletics		
Varsity		
X Country	\$185	\$185
Field Hockey	\$225	\$225
Girls Basketball	\$225	\$225
Boys Basketball	\$225	\$225
Softball	\$225	\$225
Baseball	\$225	\$225
JV; Boys Basketball	\$125	\$125
Intramurals; Floor Hockey, Gymnastics, Ultimate Frisbee Ping Pong, Basketball	\$55	\$55
Kindergarten 57 students; all paid; 1 F&R	\$1,450	\$1,450
Pre-School 14 students; 8 tuition	\$5,200	\$5,200
Transportation; Grades 7 & 8 only Historically we have 66% - 70 % participation	\$395(\$197.50 for add'l)	\$395(\$197.50 for add'l)
School Lunch Prices		
Students	\$3.50	\$3.50
Staff	\$4.50	\$4.50