

**SCHOOL COMMITTEE MEETING MINUTES  
WEDNESDAY, OCTOBER 18, 2023  
7:00 PM  
LIBRARY, ROBBINS BUILDING  
AND REMOTE ZOOM ACCESS**

Present – School Committee: Brian Waterson, Sharon Whitt, Sara Wilson  
Present via Zoom – School Committee: Carrie Patel, Julie Viola  
Present – School Administration: James O’Shea, Superintendent; Mary O’Regan, Assistant to the Superintendent  
Present via Zoom – School Administration: Lori Bruce, Director of Student Services; Dennet Sidell, Elementary School Principal

Per the governor’s order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, members of the public can access the meeting via live stream at:

Topic: CSC Meeting 10-18-23

Time: Oct 18, 2023 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://carlisle-k12-ma-us.zoom.us/j/89441074899?pwd=L3N4MlhjUEZjZEFYUTlpc0l2c2N3UT09>

Meeting ID: 894 4107 4899

Passcode: 144069

**I. Call to Order** - Ms. Wilson called the meeting to order at 7:00 PM.

**II. Public Comments** - There were no public comments.

**III. Review/Approve Minutes**

A motion was made by Mr. Waterson to approve the minutes of the Carlisle School Committee meetings from September 13, 2023 and September 19, 2023. Ms. Whitt seconded the motion and the motion passed unanimously.

Roll Call Vote: Patel, aye; Viola, aye; Waterson, aye; Whitt, aye; Wilson, aye.

**IV. Information/Discussion Items**

- A. Student Update - Student Council representatives introduced themselves: Tennyson Sprong, Grade 8, Student Council Vice President and Sarah Endo, Grade 7, Student Council President. They reported on activities such as Art Club, the Drama Club production of Annie, Jr., 6th Grade trip to Nature’s Classroom, 6th Grade Spaghetti Supper, Halloween Door Decorating contest, the upcoming Halloween Parade, Bus Evacuation Drill & Safety Assembly, Grade 3 Carlisle Investigation Project, 7th Grade play Newsies, 8th Grade Civics Projects, Early Act Bake Sale, and fall sports.
- B. Superintendent’s Update - Mr. O’Shea encouraged people to visit the art installation of the Feather Project in the foyer outside the cafeteria. The installation was brought by the DEICAC and each feather represents a lost Indigenous child who was removed from their home and sent to live at one of the boarding schools run by the US government. Professional development surrounding Diversity, Equity, Inclusion and Belonging is ongoing. Staff have been working in small groups with facilitators. ARPA funding is being

used for the Wilkins HVAC, Wastewater Treatment, and Grant elevator projects. Earlier today students took part in the annual Bus Evacuation Drill and attended a Safety Presentation. On Monday the 16th, Carlisle hosted the Cross Country Invitational at Great Brook Farm. Meetings are ongoing with the Recreation Department regarding summer programs. Work continues with the town to unify the Facilities Department. Staff will be notified that the parking spots in the main lot with charging stations will be reserved for electric vehicles using the stations. School Administration continues to attend the Residence Services meetings. SEPAC is scheduled to have a meeting on Thursday the 19th. The PTO met on October 5th and the DEICAC met on October 6th. The Induction & Mentoring program is underway for the new school year. Coordinators Vanessa Gerade and David Zuckerman will be presenting to the School Committee on the program in November. Grade 6 had a successful trip to Nature's Classroom and will be hosting the annual Spaghetti Supper tomorrow evening. The FY25 budgeting process is well underway. On Friday the 27th a dedication ceremony will be held for the Performing Arts Center. Staff will participate in lockdown training on October 30th and the annual Halloween Parade will be held on October 31st.

- C. District Fees - Mr. O'Shea reviewed the presentation linked to the agenda highlighting the preschool fees, kindergarten fees, transportation fees as well as student supply and field trip costs. It was noted that if fee structures are changed it would eventually impact the budget. Fees from a school year roll into the following year's budget. There was discussion about scholarships for some costs and the possibility of spreading yearly costs out over the school year.
- D. Belonging Project Update - Ms. Whitt provided an update on the community wide collaboration project geared towards removing stigmas associated with mental health issues. Work continues on integrating the project into lessons and creating posters.
- E. Castle Playground Committee Update - The committee reported that the outdoor classroom is complete, the plaza design is being finalized, signage is being created, and work continues on establishing a 501(c)(3). There was discussion regarding the plaza design. The Playground Committee will report at the next School Committee meeting addressing questions regarding the plaza design. Following approval of the plaza design the Playground Committee will secure vendors to complete the work in the summer of 2024.
- F. Technical/Vocational School White Paper - Members discussed how to incorporate the white paper into School Committee work noting that it is difficult to gather accurate data on student interest in technical/vocational schools at this time because of the enrollment obstacles for students. If a decision is made that the town of Carlisle wanted to join a technical/vocational school it would be a lengthy approval process.
- G. Carlisle School Committee 2023-2024 Goals - There was discussion about the Superintendent's Evaluation and the use of focus indicators. It was determined that focus indicators will be identified for use in the 23-24 evaluation process. Indicators will be chosen at the November School Committee meeting.
- H. Fall 2023 Technology Discard List - There was review of the list linked to the agenda. A vote will be scheduled for the November meeting.
- I. Upcoming School Committee Meeting Schedule - Several conflicts were identified with upcoming meetings. The November 2023 meeting will be moved to Tuesday, November 14, 2023 and the December 2023 meeting will be moved to Tuesday, December 12, 2023.

**V. Communications/Correspondence** – The School Committee received two items of correspondence regarding a zoning issue impacting a family in the district

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

- A. Regional School Committee - The committee had recent presentations on student wellness & mental health as well as DEI. The committee had robust discussion regarding campus improvements including the amenities building and a track. Other topics of discussion included budget and policy. A drama production of Clue is happening at the end of the month.
- B. Select Board Liaison - The Select Board is meeting on October 24th and will discuss the 5-year capital outlook. School Committee members are encouraged to attend.

**VII. Warrants**

- A. Accounts Payable Warrant 24SE05; \$91,341.83
- B. Accounts Payable Warrant 24SE06; \$114,222.22
- C. Accounts Payable Warrant 24SE07; \$40,826.06
- D. Payroll Warrant 24PR05; \$433,076.75
- E. Payroll Warrant 24PR06; \$433,258.56
- F. Payroll Warrant 24PR07; \$441,615.48

**VIII. Action Items**

- A. Vote on Out of State, Overnight Field Trip to Washington DC for Grade 8 scheduled for June 5-7, 2024  
Motion to approve the Out of State, Overnight Field Trip to Washington DC for Grade 8 scheduled for June 5-7, 2024 was made by Mr. Waterson and seconded by Ms. Patel. The motion passed unanimously.  
Roll Call Vote: Patel, aye; Viola, aye; Waterson, aye; Whitt, aye; Wilson, aye.
- B. Vote on Out of State, Overnight Field French Trip to Quebec City, Canada scheduled for April 9-12, 2024  
Motion to approve the Out of State, Overnight Field French Trip to Quebec City, Canada scheduled for April 9-12, 2024 was made by Mr. Waterson and seconded by Ms. Whitt. The motion passed unanimously.  
Roll Call Vote: Patel, aye; Viola, aye; Waterson, aye; Whitt, aye; Wilson, aye.

**IX. Public Comments** - There were no public comments.

**X. Adjournment**

A motion to adjourn was made by Ms. Whitt and seconded by Mr. Waterson. The motion passed unanimously and the meeting adjourned at 9:18 PM.

Roll Call Vote: Patel, aye; Viola, aye; Waterson, aye; Whitt, aye; Wilson, aye.

Respectfully Submitted  
Mary O'Regan  
Assistant to the Superintendent  
October 18, 2023

List of Documents Viewed and/or Reviewed:

CSC Meeting Minutes 9.13.23  
CSC Meeting Minutes 9.19.23  
District Fee Overview  
Castle Playground Update  
Technical/Vocational School White Paper  
Fall 2023 Technology Discard List  
Accounts Payable Warrant 24SE05; \$91,341.83  
Accounts Payable Warrant 24SE06; \$114,222.22  
Accounts Payable Warrant 24SE07; \$40,826.06  
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