

**SCHOOL COMMITTEE MEETING
MINUTES
JOINT MEETING WITH SELECT BOARD, FINANCE COMMITTEE, AND MUNICIPAL FACILITIES COMMITTEE
MONDAY, DECEMBER 11, 2023
4:00 PM
TOWN HALL (CLARK ROOM)
66 WESTFORD STREET, CARLISLE, MA
HYBRID MEETING**

School Committee – Present: Brian Waterson, Sharon Whitt, Sara Wilson
School Committee – Present via Zoom : Julie Viola
Present – School Administration: James O’Shea, Superintendent; Mary O’Regan, Assistant to the Superintendent

I. Call to Order

The meeting was called to order at 4:00 PM.

II. Discussion of unification of municipal facility maintenance

Mr. O’Shea provided an overview of the pilot program of a shared Facilities Director for the school and town that has been taking place over the past few months. There was agreement on the start date for the unification of the departments, an organizational chart for the department, and a salary increase for the Facilities Director. Further discussion will be held regarding which budget, school or town, will include the additional salary. The superintendent of schools and the town administrator will share the oversight responsibilities of the Facilities Director. Unification of the department will move forward with a check-in meeting scheduled in a few months. O’Shea, Superintendent, and Ryan McLane, Town Administrator, will draft a memorandum of understanding for the boards to review and approve.

III. Adjournment

The meeting was adjourned at 5:03 PM.

Remote Meeting Access:

Join Zoom Meeting

<https://us02web.zoom.us/j/82946584610?pwd=d1VoMEtNVThsKzZEU1ZtYU9hZmFIZz09>

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Respectfully Submitted

Mary O’Regan

Assistant to the Superintendent

December 11, 2023