

**SCHOOL COMMITTEE MEETING MINUTES
TUESDAY, DECEMBER 12, 2023
7:00 PM
LIBRARY, ROBBINS BUILDING
AND REMOTE ZOOM ACCESS**

Present – School Committee: Carrie Patel, Julie Viola, Brian Waterson, Sara Wilson
Present via Zoom – School Committee: Sharon Whitt
Present – School Administration: James O’Shea, Superintendent; Matthew Mehler, Middle School Principal; Dennet Sidell, Elementary Principal; Mary O’Regan, Assistant to the Superintendent

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: 12-12-23 CSC Meeting

Time: Dec 12, 2023 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://carlisle-k12-ma-us.zoom.us/j/87098412960?pwd=d1lxTmJJYkdTdzYveEppqSXBVUXZaZz09>

Meeting ID: 870 9841 2960

Passcode: 016490

I. Call to Order - Ms. Wilson called the meeting to order at 7:01 PM.

II. FY25 Budget Hearing

A motion was made by Mr. Waterson to open the FY25 Budget Hearing and seconded by Ms. Patel. The motion passed unanimously.

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

Mr. O’Shea reviewed the FY25 budget presentation linked to the agenda highlighting a staffing increase of 0.5 FTE for a Literacy teacher and an adjustment to the paraprofessional wage scale. There were no public comments.

A motion was made by Mr. Waterson to close the FY25 Budget Hearing and seconded by Ms. Patel. The motion passed unanimously.

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

III. Consent Agenda

A. CSC Meeting Minutes 11.14.23

B. Warrants

a. Accounts Payable Warrant 24SE10; \$144,934.24

b. Accounts Payable Warrant 24SE11; \$66,601.63

c. Payroll Warrant 24PR10; \$449,320.20

d. Payroll Warrant 24PR11; \$425,135.02

Motion to approve the Consent Agenda was made by Ms. Patel and seconded by Ms. Viola. 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 Tennyson Sprong and Sarah Endo reported that recently the Early Act club welcomed two groups, Community Resources for Justice and Minuteman ARC, to visit campus and speak with students. The Early Act club is accepting designs for Carlisle Cares clothing. The sock drive was a success. In January there is a field trip scheduled to Cradles to Crayons. Students participated in a Model UN conference over the past weekend. The Pride club held a craft sale and the Cross Cultural Club is having a holiday food festival. It is Tech Week for the play Annie Jr. with shows scheduled for this weekend. Basketball tryouts are completed and everyone is looking forward to the start of the season. Friendship groups continue with students from Grade 8 and Kindergarten. Band and chorus held concerts last week. The Pajama Drive sponsored by grades 2 and 5 is ongoing. Grade 1 students had a colonial visitor from Plimoth Patuxet. Term one for middle school students just closed. Next week will be a Spirit Week.
- B. Superintendent's Update - Mr. O'Shea thanked the DEICAC for bringing the Feather Project to Carlisle Schools. The Policy Subcommittee will be meeting tomorrow and plans to include its policy recommendations on the January School Committee meeting agenda. There was review of the ongoing facility projects. There was a joint meeting with the Select Board on Monday to discuss the unification of the Facilities Department between the school and town. School administration and the Recreation Department have been meeting to discuss summer programming. There is a joint SESC/SEPAC meeting scheduled for next week. This week there are middle school parent conferences with an early release day on Thursday and no school on Friday. The Council on Aging is interested in participating in Pride Celebration events to be held in June 2024. School was canceled on Wednesday, November 22 due to water issues at the school.
- C. Student Performance Data Presentation - Dr. Sidell and Dr. Mehler reviewed the presentations linked to the agenda. Data was reviewed by grade level and it was pointed out that the sample size for Carlisle is small. It was noted that the data highlighted how the additional supports available in the district help students.
- D. Castle Playground Committee Update - Mr. Waterson reviewed the recent landscaping done on site and reported that a poison ivy specialist has checked the playground area and will return in the spring for remediation. The committee is continuing to look at the plaza design and how to incorporate a shade structure into the design. The sports surfacing vendor is refining their proposal. The Playground Committee will provide updates at upcoming School Committee meetings.
- E. Special Education Stabilization Fund Discussion - Research has been done on how to start the fund as well as on how to fund the fund. Next steps would be to draft a warrant article to establish the fund and define how and when funds can be used.
- F. School Fees - Superintendent O'Shea is recommending that kindergarten, bus, and athletic fees remain the same for the 24-25 school year.
 - a. Preschool Fee - Concerns were raised that the proposed fees for a full day preschool program were on the low side. Updated fee options will be provided for review at the January meeting. The committee determined it will vote on the proposed full-day preschool program at this meeting and vote on the fee structure for the program at the next meeting.
- G. Facilities Department Discard List - There was review of the discard list linked to the agenda. A vote will be held in January so the items can be liquidated.

H. Carlisle School Committee 2023-2024 Goals - The timeline of items for school committee review during the school year was discussed.

V. Communications/Correspondence – School Committee members received 2024 calendars from the US Senate.

VI. Members'/Committee Reports as Needed

A. Regional School Committee - Work continues on the budget as well as discussion regarding a cell phone tower on CCHS campus.

VII. Action Items

A. Vote on Full-Day Preschool Proposal

A motion to approve the proposal to transition to full-day preschool for the 2024-2025 school year was made by Ms. Patel and seconded by Mr. Waterson. The motion passed unanimously.

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

Discussion regarding the fee for full-day preschool will continue at the next school committee meeting.

VIII. Public Comments - Cynthia Sorn, 433 Rutland Street, Carlisle

IX. Adjournment

A motion to adjourn was made by Ms. Wilson and seconded by Ms. Patel. The motion passed unanimously and the meeting adjourned at 9:27 PM.

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

Respectfully Submitted
Mary O'Regan
Assistant to the Superintendent
December 12, 2023

List of Documents Viewed and/or Reviewed:

FY25 Budget Presentation
CSC Meeting Minutes 11.14.23
Accounts Payable Warrant 24SE10; \$144,934.24
Accounts Payable Warrant 24SE11; \$66,601.63
Payroll Warrant 24PR10; \$449,320.20
Payroll Warrant 24PR11; \$425,135.02
[CPS - Data Presentation ELEM - 12.12.23](#)
[CPS - Data Presentation MS - 12.12.23](#)
[Castle Playground Project Update](#)
Facilities Department Discard List