

**JOINT SCHOOL COMMITTEE & SELECT BOARD MEETING  
MINUTES  
TUESDAY, JULY 23, 2024  
7:00 PM  
CLARK ROOM, TOWN HALL  
66 WESTFORD STREET, CARLISLE, MA 01741**

Present – School Committee: Julie Viola, Brian Waterson, Sharon Whitt  
Present via Zoom – School Administration: James O’Shea, Superintendent; 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: Joint Select Board/CSC Meeting 7-23-24

Time: Jul 23, 2024 7:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84311406909?pwd=b1iq3rhDVDWNHDIXhlwraBa1tjxnH5.1>

Meeting ID: 843 1140 6909

Passcode: 648676

**I. Call to Order**

School Committee Chair Whitt called the meeting to order at 7:09 PM.

**II. Highland Building**

The Select Board recognized that the conversation regarding the Highland Building has been long and complicated. At this time the Select Board would like to see the building have a purpose and requested that the School Committee provide suggestion options for building usage related to school programming. There was discussion of how to create a space that would be useful for both the school and the town. It was recognized that the space would need to be renovated and brought into compliance. Ms. Whitt asked that the Select Board give the School Committee some time to discuss options and come up with a plan.

**III. Shared Services**

The discussion of shared services between the town and school has been ongoing. The transition to a shared Facilities Department has been a success to date. Other areas that have been identified where there may be opportunity for sharing services are human resources, IT and finance. At the moment there is an informal sharing of talents in these areas from both the town side and the school side. Conversations will continue over the next few months to discuss how shared services could be beneficial and how to address challenges that may arise.

**IV. Adjournment**

A motion to adjourn the meeting was made by Ms. Viola and seconded by Mr. Waterson.

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

The motion passed unanimously and the meeting adjourned at 8:06PM

Respectfully Submitted  
Mary O'Regan  
Assistant to the Superintendent  
July 23, 2024