

**SCHOOL COMMITTEE MEETING MINUTES
WEDNESDAY, FEBRUARY 7, 2024
7:00 PM
LIBRARY, ROBBINS BUILDING
AND REMOTE ZOOM ACCESS**

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

Topic: CSC Meeting 2-7-24
Time: Feb 7, 2024 07:00 PM Eastern Time (US and Canada)
Join Zoom Meeting
<https://carlisle-k12-ma-us.zoom.us/j/86164640151?pwd=elRwazRhSisvc3lvc3J1c1YxdjllUT09>
Meeting ID: 861 6464 0151
Passcode: 961666

I. Call to Order - Ms. Wilson called the meeting to order at 7:03 PM.

II. Consent Agenda

- A. CSC Meeting Minutes 1.10.24
- B. Warrants
 - a. Accounts Payable Warrant 24SE14; \$116,209.35
 - b. Accounts Payable Warrant 24SE15; \$57,632.63
 - c. Payroll Warrant 24PR14; \$451,730.04
 - d. Payroll Warrant 24PR15; \$434,391.61

Motion to approve the Consent Agenda was made by Mr. Waterson and seconded by Ms. Patel. The motion passed unanimously.

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

III. Information/Discussion Items

- A. Student Update - Student Council representative Tennyson Sprong reported on recent and upcoming activities including the Collage Concert that 7th and 8th grade students participated in, the Martin Luther King Jr. presentation, the school-wide Lockdown Drill, the Multi-Cultural Festival, and the Early Act Bake Sale to benefit the nonprofit Rise for Hunger. Both the boys and girls basketball teams are enjoying successful seasons. Student Clubs are going strong including a new elementary art club. 8th Grade students had world language midterms. Middle School Progress Reports were recently posted and included high school course recommendations. The February FNL was Valentine Day themed. Kindergarten students participated in productions of The Mitten. Grade 3 students worked on the City X projects and Grade 1 students made snow globes. A Black History Periodic Table has been set-up in the middle school hallway and students are participating in a Black History Challenge. The Lunar New Year Celebration will take place this Saturday at CCHS. February vacation is coming up. Following vacation will be

auditions for the next Drama Club production. Next year breakfast will be served in the cafe.

B. Superintendent's Update - Mr. O'Shea thanked all those involved in setting up the Multicultural Fair and noted what a great success the event was. He reported that he attended a breakfast sponsored by the District Attorney's Office. Students and staff recently took part in a Lockdown Drill and the newly formed Safety Committee will be meeting in the next few weeks. Mr. O'Shea attended the MASS mid-winter conference. There is a new edition of The Moskiddo out. He thanked the PTO for funding the Martin Luther King Jr. presentation, We The People. The next DEICAC Listening Session is scheduled for February 13th. Planning for the June Pride event continues with collaboration from town groups. All are welcome at the Lunar New Year Celebration on Saturday at CCHS. Over the past few weeks there were incidents of students making comments in reference to other student's identity. There have been conversations with students about the incidents and although all are moving forward there is more work to be done regarding challenges of this nature. The school section of the 2023 Annual Town Report has been submitted. Next week there is an early release day. The Food Services Department is currently undergoing an audit. Logistics still need to be worked out for serving breakfast next year.

C. Special Education Stabilization Fund - The School Committee is submitting a warrant article to Town Meeting to create a Special Education Stabilization Fund. At this time the ask is to create the fund and place \$1,000 into the fund. The Committee is not asking the town to fund the fund. Members of the Select Board and the Town Administrator were invited to join the meeting to discuss this item. Kate Reid and David Model of the Select Board spoke as individuals, not for the Select Board, and voiced their concerns about creating the fund. Town Administrator Ryan McLane stated that he had concerns regarding having money that would be tied up in the fund and unavailable for other town projects.

The School Committee allowed Public Comments on this agenda item from the following individuals:

- Matt DeCastro, 45 Craigie Circle, Carlisle
- Meredith Bielecki, 45 Ember Lane, Carlisle

There was review of the warrant article process. Conversations regarding the fund will be ongoing between the Select Board and the School Committee.

D. Financial Update

- A. Budget FY24 - Andy Paquette of TMS joined the meeting and reviewed the memo regarding budget transfers that was linked to the agenda.
- B. Budget FY25 - The School Committee approved the FY25 Budget at the last meeting. The town Finance Committee has indicated that there may be a need to reduce the budget. Conversations regarding budget reductions for FY25 are ongoing.
- C. Fees and Revolving Account - Mr. O'Shea reviewed Preschool Fees as well as Bus Fees noting how income the district generally receives and how that money is spent.

Ms. Viola left the meeting.

- E. RecCom Plans for Splash Pad at Spalding Field - Scott Jamison from the Recreation Commission shared a presentation regarding the possible installation of a Splash Pad at Spalding Field. The proposed timeline would be for installation in summer of 2023 but funding sources still need to be identified. It was noted that the school does have jurisdiction over Spalding Field. There was discussion regarding water access. It was determined that prior to addressing particulars of the project next steps would be to have conversations with PE and Facilities staff regarding the impact of the proposed installation of a splash pad in the field area. The School Committee will discuss the project at a future meeting.
- F. Literacy Update - Elementary Principal Dr. Sidell reviewed the presentation that was linked to the agenda. He explained that small group explicit reading instruction is the cornerstone to Literacy instruction at the elementary level. Further discussion including the dip in MCAS scores, how staff stay current on new Literacy initiatives, and what are CPS staff doing differently this year with regard to Literacy instruction. The School Committee allowed Public Comments on this agenda item from the following individuals:
- Dawn DeCastro, 45 Craigie Circle, Carlisle
 - Eva Mostoufi, 1173 North Road, Carlisle
 - Sessa Gadey, 62 Hart Farm Road, Carlisle
- G. Superintendent Mid-Cycle Check-In - Mr. O'Shea shared the mid-cycle progress review that was linked to the agenda and discussed activity related to the Superintendent Goals to date this school year.
- H. Inter-District Technology Survey - This item was not addressed and will be placed on the agenda for the next school committee meeting.
- I. Field Trip Audit - This item was not addressed and will be placed on the agenda for the next school committee meeting.
- J. Policies for Review - This item was not addressed and will be placed on the agenda for the next school committee meeting.
- K. Carlisle School Committee 2023-2024 Goals - As part of the Professional Development goal, School Committee members are invited to attend the ADA Training that SEPAC is coordinating on Tuesday, February 27 in the Community Room at the school.
- IV. Communications/Correspondence** – School Committee members received two emails since the last meeting, one regarding bus fees and one regarding the safety drill.
- V. Members'/Committee Reports as Needed**
- A. Regional School Committee - Discussion has taken place regarding the naming of the new middle school. Work continues on the FY25 budget as well as discussions regarding solar installation and a cell phone tower on CCHS campus.
- B. Municipal Facilities Committee - Members of the committee will be taking a tour of capital projects.

VI. Action Items

A. Vote on FY24 Budget Transfers

A motion to approve the FY24 Budget Transfers as presented was made by Ms. Patel and seconded by Mr. Waterson.

The motion passed unanimously.

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

B. Vote on 2024-2025 CPS School Calendar

A motion to approve the 2024-2025 CPS School Calendar as presented was made by Ms. Patel and seconded by Mr. Waterson.

The motion passed unanimously.

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

VII. Public Comments

Sesha Gadey, 62 Hart Farm Road, Carlisle

VIII. Adjournment

A motion to adjourn was made by Ms. Patel and seconded by Mr. Waterson. The motion passed unanimously and the meeting adjourned at 9:58 PM.

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

Respectfully Submitted

Mary O'Regan

Assistant to the Superintendent

February 7, 2024

List of Documents Viewed and/or Reviewed:

CSC Meeting Minutes 1.10.24

Accounts Payable Warrant 24SE14; \$116,209.35

Accounts Payable Warrant 24SE15; \$57,632.63

Payroll Warrant 24PR14; \$451,730.04

Payroll Warrant 24PR15; \$434,391.61

FY24 Budget Update & Transfers

[Literacy Update Presentation](#)

Superintendent Mid-Cycle Check-In

24-25 School Calendar