CARLISLE PUBLIC SCHOOLS www.carlisle.k12.ma.us
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CARLISLE SCHOOL COMMITTEE MEETING
MINUTES
WEDNESDAY, MARCH 12, 2025
6:00 PM
COMMUNITY ROOM, ROBBINS BUILDING
AND REMOTE ZOOM ACCESS

Present – School Committee: Scott Jamison, James Steele, Brian Waterson, Sharon Whitt
Present – School Committee: Julie Viola
Present – School Administration: James O'Shea, Superintendent; Matt Mehler, Middle School 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: CSC Meeting 3-12-25
Time: Mar 12, 2025 06:00 PM Eastern Time (US and Canada)
Join Zoom Meeting
https://carlisle-k12-ma-us.zoom.us/j/87089396646?pwd=MpwPkBSrQsm5P34sA6UUnBxUrZYtIn.1
Meeting ID: 870 8939 6646
Passcode: 071929

I. Call to Order
School Committee Chair Whitt called the meeting to order at 6:02 PM and announced the meeting was being recorded.

II. Public Comments - There were no public comments.

III. Consent Agenda
A. CSC Meeting Minutes 2.12.25
B. Policy Subcommittee Meeting Minutes 2.7.25
C. Accounts Payable Warrant 25SE17; $228,506.54
D. Payroll Warrant 25PR17; $417,540.85

Motion to approve the Consent Agenda was made by Mr. Waterson and seconded by Mr. Steele. The motion passed unanimously.
Roll Vote: Jamison, aye; Steele, aye; Viola, aye; Waterson, aye: Whitt, aye

IV. Information/Discussion Items
A. Student Update - 8th grade student John Giordano joined the meeting on his birthday to report on current activities in the school including the proposed changes in school start time for next school year, the recent performance by the acapella group 5 O'Clock Shadow, the chorus and band field trip to CCHS, and the Junior District Musical Festival. In the coming weeks 7th grade students will participate in the Challenge Day as well as the 7th Grade Play. There will be a snack sale following the early release day on March 20th, Kindergarten students will be visiting the police station, French classes are participating in a March Madness music competition, and the Minecraft Club has been meeting weekly.
B. Superintendent's Update - Mr. O'Shea reported on the FY26 Budget. The Town Finance Committee asked the district to reduce the budget by $35,000 which was accomplished by reducing the contingency amount for out of district tuition. Mr. O'Shea shared with the

Finance Committee that any further budget reductions would result in cutting staff positions. Meetings continue with school personnel and Special Education Parent Advisory Council (SEPAC) members with regard to the Apple project. A meeting is being set up between the Special Education Subcommittee (SESC) and SEPAC. There was an overview of federal funding in relation to the Carlisle School District Budget. At this time there are no impacts, but that could change in the future. The School Start Time Exploratory Committee will give an update later in the meeting. The 25-26 School Calendar will be addressed later in the meeting. Both the community and the staff book clubs continue to meet. The PTO Book Fair is going on this week. Read Across America was celebrated in the school last week. Meetings with Carlisle Education Foundation (CEF) are ongoing to discuss the creation of a makerspace. The Student Advisory Committee (SAC) is working on bringing a media lab to the school. 7th Grade Challenge Day is next week and MCAS will be starting in a few weeks. A representative from the Massachusetts School Building Authority was onsite to meet with staff. The DESE Targeted Review is ongoing with focus groups, observations, and meetings with staff planned for this week. The Food Service Department was recently audited and the Food Service Committee is working on a survey to send out to students, families, and staff. School staff and Town Hall staff are working to streamline Business Office processes. Mr. O'Shea recently attended a Merrimack Valley Superintendents Association event and continues to participate in activities from the Lead Now conference.

C. French Presentation - French teacher Marie-Laure Rivier reviewed the presentation linked to the agenda and explained how students participate in the competition. Mr. O'Shea thanked Ms. Rivier for bringing this activity to her students and for her work on the recent Multicultural Festival.
D. Athletics Presentation - Athletic Director Lynne Carmel provided handouts with an overview of income and expenses associated with athletic programs in the district. Following a review of the current athletic fees, Ms. Carmel proposed increases to the fees starting in the 25-26 school year. These increases would not close the gap between income and expenses but would move forward the effort to fully fund athletic activities. There was a suggestion to seek grants to help fund athletic programs as well as set a family cap on fees. Ms. Carmel shared highlights from athletic teams and addressed how it is determined which sports are offered.

   Middle School Principal Matthew Mehler shared a video of the recent Middle School Flex course on Robotics as well as details on the Forensics Flex course offered to students.

E. Facility Naming - Facilities Director Stephen Connearney addressed the School Committee with regard to the contributions that Jermey Behrle has made to the auditorium lighting and electrical projects over the past several years. Mr. Behrle has been supportive of the drama club, as well as other organizations using the auditorium, for years and had an enormous impact on events and performances held in the auditorium. Mr. Connearney recommended to the School Committee to formally acknowledge Mr. Behrle's contributions to the school and Carlisle community. Committee members will consider the options for naming a facility and vote at an upcoming meeting.
F. Fee Review - Mr. O'Shea reviewed the current fee structures in place for Preschool Tuition, Transportation, Kindergarten Tuition and Athletics. Preschool fees for FY26 will not be increased because families have already enrolled students at the current fee. There was discussion surrounding an increase in Transportation, Kindergarten Tuition and Athletic Fees.

Vote to increase the FY26 and FY27 Fees for Preschool Tuition, Transportation, and Kindergarten Tuition
Motion to increase the FY26 and FY27 Fees for Preschool Tuition, Transportation, and Kindergarten Tuition as presented (see chart below) was made by Mr. Jamison and seconded by Mr. Waterson. The motion passed unanimously.
Roll Call Vote: Jamison, aye; Steele, aye; Viola, aye; Waterson, aye; Whitt, aye

		FY25	FY26	FY27
Preschool Fee	FD	$9,600	$9,600	$10,600
	HD	$6,200	$6,200	$7,200
Kindergarten Fee		$2,450	$2,550	$2,650
Transportation Fee		$395	$425	$450

An increase in Athletic Fees will be addressed at a future School Committee meeting.

G. School Choice - Mr. O'Shea gave an overview of the School Choice Program and how districts decide annually if they want to participate. He discussed how districts choose which grade levels they will open spots in and the practice that once a student enters district they remain in the district through graduation. Carlisle has not participated over the last few years. Questions surrounding transportation costs, extensive special education needs, and enrollment of staff children were addressed. A hearing on School Choice will be held at the next meeting.

H. School Start Time Exploratory Committee Report - Linda Vanaria presented on the research findings of the committee and the results of surveys sent out to the school community. At this time, based on financial constraints, the recommendation is a minimal start time change with both the middle school and the elementary school start times moving to a 15 minute later start time for the 25-26 school year. Middle School moving from a start time of 7:50 AM to 8:05 AM and Elementary moving from a start time of 8:45 AM to 9:00 AM. It is the intent of the School Start Time Exploratory Committee to continue to work towards a more comprehensive change in school start times in the future. Mr. O'Shea indicated that he would like support of the School Committee prior to making any change in school start times. There will be further discussion and the topic will be placed on a future School Committee meeting agenda.

I. 2025-2026 School Calendar - The Calendar Committee met to address the feedback from the School Committee regarding the 25-26 School Calendar. The Calendar Committee previously made some changes to the calendar to align more with the region but determined there was no academic return in making further changes to the calendar.

Vote to accept the 2025-2026 School Calendar
Motion to approve the 2025-2026 School Calendar as presented was made by Mr. Waterson and seconded by Mr. Steele. The motion passed unanimously.
Roll Call Vote: Jamison, aye; Steele, aye; Viola, aye; Waterson, aye; Whitt, aye

J. Policies for Review - Mr. Waterson described the policy review process noting that the IT Department was consulted on policies related to IT. Mr. Steele had feedback on several policies. This feedback will be shared with Mr. O'Shea and the Policy Subcommittee will meet prior to the April 9th School Committee meeting to review and possibly incorporate that feedback into the policy revisions. The goal is for the School Committee to vote on policy revisions and additions at their April meeting.
K. Staff Request to Enroll Child at CPS - Special Educator Jessica Montague has requested to enroll her child in kindergarten for the 25-25 school year. Currently projected enrollment numbers for the kindergarten class are low. A vote on this request will take place at the April 9th School Committee meeting.

V. Communications/Correspondence - The committee received two emails. One in regard to the Route to Sustainability event scheduled for April 27, 2025 and one from 8th grade students as part of their Civics project.

VI. Members'/Committee Reports as Needed
A. Regional Committee - There has been focus on the cell phone policy for the district as well as the Amenities Building project. The region has an upcoming Policy meeting that will address the cell phone policy and enforcement of that policy.
B. Select Board Liaison - The Town Administrator Bylaw is still being reviewed and discussed.
C. Municipal Facilities Committee - The committee is tracking multiple long term projects.

VII. Action Items - Addressed earlier in the meeting.

VIII. Public Comments - There were no public comments.

IX. Adjournment to Executive Session pursuant to MGL Chapter 30A, Section 21(a) with no intent to return to Open Session: (Purpose 3) To discuss strategy with respect to collective bargaining with the Carlisle Teachers' Association

A motion to adjourn to Executive Session pursuant to MGL Chapter 30A, Section 21(a) with no intent to return to Open Session was made by Mr. Waterson and seconded by Mr. Jamison.
Roll Call Vote: Jamison, aye; Steele, aye; Viola, aye; Waterson, aye; Whitt, aye
The motion passed unanimously and the meeting adjourned to Executive Session at 9:08 PM.

Respectfully Submitted
Mary O'Regan
Assistant to the Superintendent
March 12, 2025

List of Documents Viewed and/or Reviewed:
CSC Meeting Minutes 2.12.25
Policy Subcommittee Meeting Minutes 2.7.25
Accounts Payable Warrant 25SE17; $228,506.54
Payroll Warrant 25PR17; $417,540.85
French Presentation - Maine Musicale
Athletics Presentation
School Start Time Exploratory Committee Report
Policies for Review

a. A3 Equal Educational Opportunity
b. A4 Equal Opportunity Employment Statement
c. A6.1 Harassment Policy
d. A6.2 Harassment of Students
e. C4 Emergency Closings
f. C5 Evaluation of Administration, Faculty, and Staff
g. F3 Facility Naming
h. G1 Domestic Violence Leave
i. G2 Drug and Alcohol Free Workplace
j. I4 Field Trip
k. I7 Library Materials Selection Policy
l. I9 Volunteers
m. I10 Accommodations for Religious and Cultural Observances
n. J4 Drug, Alcohol, Tobacco and Nicotine Use by Students
o. J7 Out of State, Overnight Trips
p. J9 Pregnant Students
q. J10 Protection of Pupil Rights
r. J12 Residency Policy
s. J15 Student Records Regulations
t. J18 Educational Equity
u. K1 Energy Star Compliance
v. A7 Safety Program
w. B4 Use Of Electronic Messaging By School Committee Members (New)
x. C10 District Security Relating to Technology (New)
y. I1 Access to Digital Resources
z. I3 Empowered Digital Use
aa. C8 Internet Publication
bb. J21 School Meal Policy (New)