CARLISLE PUBLIC SCHOOLS www.carlisle.k12.ma.us
83 School Street, Carlisle, MA 01741 Phone: 978-369-6550 Fax: 978-371-2400

CARLISLE SCHOOL COMMITTEE MEETING
MINUTES
WEDNESDAY, APRIL 9, 2025
6:00 PM
COMMUNITY ROOM, ROBBINS BUILDING
AND REMOTE ZOOM ACCESS

Present – School Committee: Scott Jamison, Brian Waterson, Sharon Whitt
Present via Zoom – School Committee: James Steele
Present – School Administration: James O'Shea, Superintendent; Matt Mehler, Middle School Principal; Dennet Sidell, Elementary Principal; Mary O'Regan, Assistant to the Superintendent

Pursuant to Governor Healey's approved legislation, H. 62, a bill extending authorizations for all local boards, commissions, and committees to hold public meetings remotely or in a hybrid format Extended Timeline, amending Section 30A of Chapter 20 of the Acts of 2021, most recently amended by Section 40 of Chapter 2 of the Acts of 2023, and replacing the current expiration date of "March 31, 2025" with "June 30, 2027." Therefore, this meeting of the Carlisle School Committee is being conducted via remote participation in order to ensure public access to the deliberations of the Carlisle School Committee. Members of the public can access the meeting via live stream at:
Topic: CSC Meeting 4-9-25
Time: Apr 9, 2025 06:00 PM Eastern Time (US and Canada)
Join Zoom Meeting
https://carlisle-k12-ma-us.zoom.us/j/87491403920?pwd=hkNEroMwXNEJkF1lLmhf1tRdKnEnu1.1
Meeting ID: 874 9140 3920
Passcode: 162945

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 School Choice Hearing

A motion to open the Hearing on Public School Choice was made by Mr. Waterson and seconded by Mr. Jamison. The motion passed unanimously.
Roll Call Vote: Jamison, aye; Steele, aye; Waterson, aye; Whitt, aye

There were no public comments.

A motion to close the Hearing on Public School Choice was made by Mr. Waterson and seconded by Mr. Jamison. The motion passed unanimously.
Roll Call Vote: Jamison, aye; Steele, aye; Waterson, aye; Whitt, aye

Mr. Waterson mentioned the comments from the March meeting with regard to the possibility of opening several seats in the Middle School for School Choice for the 2025-2026 school year. There was a brief review of the financial benefits as well as the potential costs related to opening up seats in the District through School Choice. Committee members determined they would like to have further discussion regarding School Choice and will not vote on participation for the 2025-2026 school year until the May 2025 School Committee meeting.

III. Public Comments - There were no public comments.

IV. Consent Agenda

A. Joint CSC/Select Board Meeting Minutes 2.11.25
B. CSC Meeting Minutes 3.12.25
C. Joint SESC/SEPAC Meeting Minutes 3.25.25
D. Policy Subcommittee Meeting Minutes 4.2.25
E. Warrants
    a. Accounts Payable Warrant 25SE18; $75,877.92
    b. Accounts Payable Warrant 25SE19; $158,563.64
    c. Payroll Warrant 25PR18; $462,145.33
    d. Payroll Warrant 25PR19; $454,007.00

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

V. Information/Discussion Items

A. Student Update - Students Will Fardig and Felicity Daglish shared an update on student related activities: Spring sports have started with volleyball having their first match on Thursday, April 10th. The 7th grade play was a success. There is a choir and band concert coming up in early May. The 8th grade class is working on class gift selection. Students were included in the recent food services survey. MCAS testing has begun. In a new pilot program, Cross Country is being opened up to elementary school students to participate one day a week this spring.
B. Superintendent's Update - Mr. O'Shea reported on the recent water issues at the school. The water tanks were not working properly and water was turned off with an hour left in the school day. The Facilities Department is working to address and reconcile the issues so they do not occur again. The Anxious Generation Book Groups have generated some next steps for staff. Work with the APPLE project has ended and some items have been identified to put in place. Mr. O'Shea thanked all who participated in the project. The Special Education Subcommittee (SESC) held a joint meeting with the Special Education Parent Advisory Council (SEPAC). At the meeting Dr. Sidell provided an overview of the literacy screeners used in Carlisle and Mr. O'Shea addressed school finances and the budget. The Mosquito recently published a Letter to the Editor regarding vocational and technical high schools. Currently Carlisle is not a member of any vocational or technical high schools so it is difficult for Carlisle students to enroll in these schools. Mr. O'Shea explained the process of becoming a member district for a vocational/technical school and the associated costs. It was pointed out that membership to a vocational high school is not a School Committee decision, but a town decision. Challenge Day for 7th graders provided an opportunity for students to get to know each other and build community. Thank you to Willam's Be Yourself Challenge (WBYC) for their financial support of this event. Mr. O'Shea congratulated all the students and the parents involved with the 7th Grade play, Alice in Wonderland Jr. The show was a great success. Parent-Teacher conferences were held at the end of March. Mr. O'Shea recently attended a Merrimack Valley Superintendents Association legislative breakfast which focused on Chapter 70 funding, circuit breaker funding, and cell phone policies for school districts. The School Safety Committee meeting held last week provided an opportunity to debrief regarding a recent safety concern in the community. During the meeting there was also discussion

surrounding the response to crisis situations as well as the pros and cons of conducting safety drills with student participation. The district has several open positions to fill for the 2025-2026 school year including Grade 7 English Language Arts teacher, 8th Grade Science teacher, and a 1 year-long substitute teacher for Science. A Food Service survey was sent out to students, parents, and staff. In follow-up to the survey, staff are going to meet with a group of middle school students to discuss the response data. The kitchen staff are setting up senior lunches and breakfasts in the effort to build community connections. Next week, students and staff are having a special lunch catered by the restaurant Asian Plus. MCAS testing is ongoing. The yellow tulips donated and planted last fall are starting to come up. On April 15th the schools will participate in Purple Up Day to honor those who are serving or have served in the military. WYBC and the Ultimate Frisbee team are sponsoring a tournament on May 9th at Spalding Field. Patriots Day and school vacation are coming up. Work has begun on planning the Pride Celebration scheduled for June.

C. Grade 3 Superflex Presentation - Dr. Sidell introduced the grade 3 teaching team and discussed the social thinking curriculums used in the elementary levels. Ms. Liebman, Ms. King, and Ms. Morris reviewed the presentation noting that the curriculum helps students to foster a deeper understanding of social interaction. Teachers use books to explore real life scenarios and introduce students to the use of brain shifters. The curriculum uses scenarios that students often find themselves in and offers specific strategies for students to use. When asked about the benefits of this particular curriculum, the team explained that the cartoon/game-ish appearance appeals to students at this age. Also the program allows staff to determine how much of the program to incorporate into daily schedules helping with the balance between academics and social emotional teaching.

D. Foreign Language Out of State, Overnight Trips
    a. French: Québec - Marie-Laure Rivier reviewed the presentation linked to the agenda noting that this trip would basically replicate the Quebec trip from 2024. She proposed using the same company as the 2024 trip. The price would be slightly higher than the previous trip but would include tips for tour manager and bus driver. The itinerary would include most of the same activities as the past trip with a few minor changes. In 2024, 35 students went on the trip out of the 42 who had the opportunity to participate.
    b. Spanish: Costa Rica - Andrea Steffek reviewed the presentation linked to the agenda. The proposed trip would use the same tour company as the Quebec trip. Ms. Steffek provided an overview of what is included in the cost of the trip. While reviewing the itinerary the opportunities for language and cultural immersion were highlighted. Students would stay in the same hotel for the entire trip. There is a minimum number of participants needed to run the trip.

       Questions were asked about the possibility for students in study skills or taking other foreign languages to participate in these trips as well as the timing of the trips to minimize loss of academic time. It was noted that the trips are planned with a focus on language immersion and are considered more of an enrichment opportunity. The School Committee will vote on the trips at a future meeting.

E. CSC Support of Town Warrant Articles
    a. Town Administrator Bylaw - Mr. Waterson reported that the Town Administrator Bylaw has been refined since the School Committee met with the Select Board

earlier this year. The Town Administrator Bylaw does not impact the school district. Members raised questions surrounding endorsement of the Town Administrator Bylaw since it does not impact school governance. The Committee determined it would not take a stand for or against the Town Administrator Bylaw.

b. CPA Applications: Diment Park Design, Track Rehab and Highland Building Study - The Diment Park Design and Track Rehabilitation project were brought forth from the Recreation Commission. The Highland Building Study was brought from the School Committee and there are questions about if study will move forward. Diment Park is used by the preschool and impacts families who are unable to Castle Playground during school hours. The track rehabilitation is coupled with park use. Committee members discussed if the committee should take a position on an article or project if the committee is not impacted or does not have direct involvement.

F. Athletics Fees - Mr. O'Shea reviewed athletic fees with the Athletic Director, Lynne Carmel, and presented their recommendations for FY26 school year. Mr. Jamison has reviewed and supports the fee increases. The proposed fees for FY26 are varsity sports $250, JV sports $150, and Cross Country $225. It was also recommended to implement a family cap of $900 per year for athletic fees starting with the 2025-2026 school year. The Committee decided it would vote on FY26 fees at this meeting but hold off on determining if there would be any increase in athletics fees for FY27 until a future meeting. The FY26 increases would help to bridge the gap between income and expenses in athletics, but the hope is to have annual fee review as part of the budgetary process.

G. Facility Naming - Background information on the Corey name associated with the Corey Building was shared. According to sources at the Historical Commission, either Elizabeth or Abigail Corey was one of the first teachers in the community and the Corey home was the first school. The Corey Building was named to honor the family. The auditorium in the Corey Building is not named after the family and there has been a request to name the auditorium to recognize the work of a community member. There will be further discussion related to the naming request prior to a vote by the School Committee.

H. Capital Plan Review - Mr. O'Shea reviewed the FY26 list of Capital Projects. These projects are part of the Town Capital plan that are separate from the FY26 school budget. Estimated project costs are current. Items are added to the list as they come up, but there may be a need to create a long term 10-year or 20-year list.

I. School Start Time Recommendation Discussion - The School Start Time Exploratory Committee presented a proposal at the March School Committee meeting to shift both the elementary and middle school start times by 15 minutes for the upcoming school year. Based on the feedback that was received it was decided that now is not the right time to make a change to the 2025-2026 school year schedule. It was noted that concerns were less about student health and more about family inconveniences such as changing commute times and day care situations. The School Start Time Exploratory Committee would like to do what is best for students and will continue to review the data it has collected. Although no changes will be made to the school schedule for the 2025-2026 school year, the School Start Time Exploratory Committee will continue to meet and discuss the possibility of a start time change.

J. Policies for Review - Mr. Jamison provided an overview of the recent edits to a portion of the policies that were presented at the March School Committee meeting. Following some discussion regarding the use of Carlisle Public School versus Carlisle Public Schools, members agreed on the unified approach of Carlisle School. Policies that were reviewed this year will incorporate that change.

K. Superintendent Evaluation Update - Ms. Whitt invited Mr. O'Shea to give an overview of the process as related to the documents linked to the agenda. Over the past few years school committee members spoke with staff who reported and/or interacted directly with the superintendent. Ms. Whitt and Ms. O'Regan will work together to coordinate these meetings for the June 2025 evaluation process. Mr. O'Shea will share his notes with committee members from mid-cycle update from the February 2025 meeting.

VI. Communications/Correspondence - The committee received four emails; a press request for update to plans for gaining access for Carlisle students to technical/vocational high school, a student letter regarding lunch period in conjunction with the 8th grade CIVICs project, and two emails from parents regarding the School Start Time proposal.

VII. Members'/Committee Reports as Needed

A. Regional Committee - The Wednesday, April 10th meeting of the Regional School Committee will be held in Carlisle at Town Hall at 5:00 PM. Agenda topics include the amenities building, policy review, and budget planning. Carlisle parents and community members are invited to participate. There has been significant focus on policy related to cell phones at CCHS. The amenities building design is in progress and the estimated budget for the project has decreased in recent weeks. Mr. Waterson and Ms. Viola will be recording a podcast with Carlisle Town Manager Ryan McLane regarding the amenities building at CCHS in order to better educate the Carlisle community about the project.

B. SESC/SEPAC - At the most recent joint meeting there was review of activities in the school including literacy screeners and school finances related to federal funds. The SESC has asked SEPAC to share suggested topics for future meetings and plans to schedule additional joint meetings before the end of the school year.

C. Municipal Facilities Committee/Rec Comm - Currently the MFC is focusing on the DPW Building and the HVAC project in brick building. The new dog park at Banta Davis Field is scheduled to open in the next few weeks.

VIII. Action Items

Vote to Endorse Town Warrant Articles

Motion to Endorse Town Warrant Article regarding the CPA Applications for the Diment Park Design, the Track Rehab, and the Highland Building Study was made by Mr. Waterson and seconded by Mr. Jamison. The motion passed unanimously.
Roll Call Vote: Jamison, aye; Steele, aye; Waterson, aye; Whitt, aye

Vote to increase Athletic Fees for the 2025-2026 School Year

A motion to increase the Athletic Fees for the 2025-2026 School Year as presented was made by Mr. Waterson and seconded by Mr. Jamison. The motion passed unanimously.
Roll Call Vote: Jamison, aye; Steele, aye; Waterson, aye; Whitt, aye

Vote to approve the policy revisions and adoptions recommended by the Policy Subcommittee

A motion to approve the policy revisions and adoptions recommended by the Policy Subcommittee with the modification of changing Carlisle Public Schools to Carlisle Public Schools in the reviewed policies was made by Mr. Waterson and seconded by Mr. Jamison. The motion passed unanimously.
Roll Call Vote: Jamison, aye; Steele, aye; Waterson, aye; Whitt, aye

Vote to Approve Staff Request to Enroll Child in kindergarten for the 25-26 school year
A motion to approve staff request to enroll a child in kindergarten for the 25-26 school year was made by Mr. Jamison and seconded by Mr. Waterson. The motion passed unanimously.
Roll Call Vote: Jamison, aye; Steele, aye; Waterson, aye; Whitt, aye

IX. Public Comments - There were no public comments.

X. 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; Waterson, aye; Whitt, aye
The motion passed unanimously and the meeting adjourned to Executive Session at 8:23 PM.

Respectfully Submitted
Mary O'Regan
Assistant to the Superintendent
April 9, 2025

List of Documents Viewed and/or Reviewed:
Joint CSC/Select Board Meeting Minutes 2.11.25
CSC Meeting Minutes 3.12.25
Joint SESC/SEPAC Meeting Minutes 3.25.25
Policy Subcommittee Meeting Minutes 4.2.25
Accounts Payable Warrant 25SE18; $75,877.92
Accounts Payable Warrant 25SE19; $158,563.64
Payroll Warrant 25PR18; $462,145.33
Payroll Warrant 25PR19; $454,007.00
Grade 3 Superflex Presentation
Foreign Language Out of State, Overnight Trip Presentations - French Quebec trip and Spanish Costa Rica trip
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)

Superintendent Evaluation Timeline
24-25 Superintendent Evaluation Form
24-25 Superintendent Evaluation Focus Indicators