CARLISLE PUBLIC SCHOOLS www.carlisle.k12.ma.us
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CARLISLE SCHOOL COMMITTEE MEETING
MINUTES
WEDNESDAY, MAY 14, 2025
6:00 PM
COMMUNITY ROOM, ROBBINS BUILDING
AND REMOTE ZOOM ACCESS

Present – School Committee: Scott Jamison, James Steele, Julie Viola, Sharon Whitt
Present via Zoom – School Committee: Brian Waterson
Present – School Administration: James O'Shea, Superintendent; Lori Bruce, Director of Student Support Services; Mary O'Regan, Assistant to the Superintendent
Present via Zoom – School Administration: Dennet Sidell, Elementary Principal

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 5-14-25
Time: May 14, 2025 06:00 PM Eastern Time (US and Canada)
Join Zoom Meeting
https://carlisle-k12-ma-us.zoom.us/j/86266529317?pwd=euynjMl3HdNndcaTHZUP6NMdtCbVPL.1
Meeting ID: 862 6652 9317
Passcode: 817300

I. Call to Order
School Committee Chair Whitt called the meeting to order at 6:01 PM and announced the meeting was being recorded.

II. Public Comments - There were no public comments.

III. Consent Agenda
A. CSC Meeting Minutes 4.9.25
B. Warrants
   a. Accounts Payable Warrant 25SE20; $29,264.45
   b. Accounts Payable Warrant 25SE21; $158,030.67
   c. Accounts Payable Warrant 25SE22; $20,283.44
   d. Payroll Warrant 25PR20; $458,746.92
   e. Payroll Warrant 25PR21; $454,772.83
   f. Payroll Warrant 25PR22; $427,873.50

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

IV. Information/Discussion Items - The committee agreed to address agenda items out of order.

B. Student Update - Student Estella G. provided an update on student related activities including the volleyball's recent win against Lincoln, Ms. Pixley's book launch, and the 8th grade gift selection. 8th grade students are also working on graduation speeches and Shakespeare's Midsummer Night's Dream in language arts class. MCAS testing is ongoing. The Drama Club is putting on a production of You're a Good Man Charlie Brown. Students recently participated in a Food Service survey. Upcoming events include the Student Council walking trip to Kimball Farms, elementary and middle school field days, and the 8th grade trip to Washington, DC.
A. Special Education Year-End Update - Ms. Bruce reviewed the presentation linked to the agenda. She noted the trends in disability categories of students in Carlisle over the past several years. There has been an upward swing in the number of student evaluations that are conducted each year while Ms. Bruce has worked in the district. There was a review of out of district student placements and special education transportation. Ms. Bruce thanked the district for a great experience over the past six years.

6:20 PM Mr. Waterson joined the meeting.

D. Food Service Program Presentation - Food Service Manager Sara Bardzik joined the meeting to share results from the recent Food Service survey. Students in grades 5 through 8, faculty/staff, and parents were surveyed. The results were interesting and at some points provided conflicting information. For breakfast the kitchen is working to incorporate more fresh items and cut down on pre-packaged items. For Lunch they are trying to diversify the menu by introducing items such as fresh fish and dumplings while at the same time bringing back the salad bar. Adjustments will be made to the take home "grab and go" lunches served on early release days. There was a brief discussion regarding state and federal regulations for food programs and the recent audit findings. Mr. O'Shea noted that one of his goals for the school year related to supporting the success of the Food Service Program.
C. Superintendent's Update - Mr. O'Shea thanked the community for coming together over the past few weeks during this difficult time. The district has the following vacancies to fill: 6th grade science 1-year long term sub, 8th grade science, 7th grade ELA, 4th grade classroom teacher, and LPN. The Administrative Assistant position has been filled. A finalist has been identified for the Director of Student Services position. A belonging survey went out at the end of April and the response data will be reviewed in the next few weeks. The Food Service Survey was shared with students, staff, and families. Earlier this month there was a joint Special Education Subcommittee and SEPAC meeting. Mr. O'Shea attended a Children's Room Circle of Hope breakfast focused on loss with Susie Shaw. Staff evaluations are currently underway. Mr. O'Shea has participated in succession planning sessions through the town. On April 15th students and staff participated in Purple Up day to support those in military service. The volleyball and ultimate frisbee seasons are underway. Grade 7 students participated in Fracture Fairy Tales. WBYC sponsored an Ultimate Frisbee tournament. The annual student vs. faculty volleyball game will take place at the end of the month. Kindergarten students will participate in the annual Chicka Chicka Boom Boom program. A Holi celebration is planned for Friday, May 16th. Drama Club will present You're a Good Man Charlie Brown at the end of the month. During the first week of June the Pride Celebration will take place as well as the 8th grade trip to Washington, DC.
E. September 2025 Grade 6 Nature's Classroom Trip - For the fall of 2025 the program location has changed to Groton, MA from Freedom, NH. The trip is not designed for

students to leave or participate in everyday activities. In 2024 there were more students than in previous years that did not participate so there will be an effort to educate families on the benefits of the program. The committee will vote on the trip at the June meeting.
F. School Choice - Members voiced concerns about the potential costs associated with enrolling students through School Choice. It was also pointed out that CCHS does not participate in School Choice.
G. CTA Agreement July 1, 2025-June 30, 2028 - There was discussion surrounding the required vote and participation by a Select Board member. The decision was made to schedule a remote meeting on Zoom within the next few days for discussion and vote on the CTA agreement.
H. Superintendent Evaluation: Superintendent Goal Progress Report - Mr. O'Shea reviewed the narrative and goals linked to the agenda. He noted that although they are Superintendent Goals, the staff provides support and works towards these goals.
I. Superintendent Evaluation: Timeline - Ms. Whitt shared the timeline linked to the agenda.
J. Policy Review-Recommended Adoption of G6-Personnel Use of Technology Policy - It was explained that this policy was held for review until now so that if the policy is adopted it can be implemented for the new school year. The policy addresses proper use of digital resources by staff and digital communication with students. If adopted, the policy would be communicated to staff at the start of the year as part of the mandated training. A vote will be held at the June meeting.
K. Schedule of meeting for Committee Reorganization: Seating of Committee and Election of Officers - The meeting will be scheduled following elections in Carlisle. Ms. Viola announced that she will be moving out of the district and the June 11, 2025 School Committee meeting will be her last meeting. The vacancy will be filled by a joint appointment from the Select Board and School Committee.

V. Communications/Correspondence - The committee received an email regarding the format of the meeting.

VI. Members'/Committee Reports as Needed

A. Regional Committee - The impact of the recent tragedy is still being felt. Funds have been made available to keep extra counseling staff on campus through the end of the school year. Questions regarding the sewer connection for the Amenities Building will be addressed. Costs for the connection have been factored into the budget and there will not be a need for additional funding. Cell phone policies for CCHS are being held for review and discussion in the fall of 2025.
B. SESC/SEPAC - There was a joint meeting held earlier in the month with continued conversation surrounding the APPLE program goals. Communication will be ongoing.

VII. Action Items

A. Vote on participation in School Choice for the 2025-2026 School Year
A motion that Carlisle School District does not participate in School Choice for the 2025-2026 school year was made by Mr. Jamison and seconded by Ms. Viola. The motion passed unanimously.
Roll Call Vote: Jamison, aye; Steele, aye; Viola, aye; Waterson, aye; Whitt, aye

B. Vote to approve the CTA Agreement for July 1, 2025-June 30, 2028 was held for a future meeting.

C. Vote on out of state, overnight field trip to Quebec (see below)

D. Vote on out of state, overnight field trip to Costa Rica (see below)
Votes for Action Items C and D were tabled for a future meeting. Members would like to see staff consider moving trips to school vacation weeks. Concerns were voiced about the distance to Costa Rica. It was suggested that families be surveyed about interest in participating in the trips as well as gain feedback about holding the trips over a vacation week. Additional feedback will be gathered and shared at the June School Committee meeting.

VIII. Public Comments - There were no public comments.

IX. Adjournment

A motion to adjourn was made by Ms. Viola and seconded by Mr. Steele.
Roll Call Vote: Jamison, aye; Steele, aye; Viola, aye; Waterson, aye; Whitt, aye
The motion passed unanimously and the meeting adjourned at 8:34 PM.

Respectfully Submitted
Mary O'Regan
Assistant to the Superintendent
May 14, 2025

List of Documents Viewed and/or Reviewed:
CSC Meeting Minutes 4.9.25
Accounts Payable Warrant 25SE20; $29,264.45
Accounts Payable Warrant 25SE21; $158,030.67
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Special Education Year End Update Presentation
School Food Service Program Presentation
Superintendent Evaluation: Superintendent Goal Progress Report
Superintendent Evaluation: Timeline
G6-Personnel Use of Technology Policy