CARLISLE PUBLIC SCHOOLS www.carlisle.k12.ma.us
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CARLISLE SCHOOL COMMITTEE MEETING
MINUTES
WEDNESDAY, OCTOBER 15, 2025
6:00 PM
COMMUNITY ROOM, ROBBINS BUILDING
AND REMOTE ZOOM ACCESS

Present – School Committee: Lynette Kelleher, Scott Jamison, James Steele, Brian Waterson, Sharon Whitt
Present – School Administration: James O'Shea, Superintendent; Val Gransewicz, 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 10-15-25
Time: Oct 15, 2025 06:00 PM Eastern Time (US and Canada)
Join Zoom Meeting
https://carlisle-k12-ma-us.zoom.us/j/86065216944?pwd=DahvnkaqZonyNnAPg6XueVfFMXY5Mn.1
Meeting ID: 860 6521 6944
Passcode: 498212

I. Call to Order
School Committee Chair Waterson called the School Committee 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 9.17.25
B. Warrants
   a. Accounts Payable Warrant 26SE06;$231,613.15
   b. Accounts Payable Warrant 26SE07;$119,492.73
   c. Payroll Warrant 26PR06; $457,330.38
   d. Payroll Warrant 26PR07; $455,438.29
C. Donation from Wu Family - Funds for Library & Clarinet

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

IV. Information/Discussion Items -
A. Student Update - Ms. Svatek reported that the 6th graders enjoyed bonding experiences during Outdoor Education at Nature's Classroom. The 7th grade play was announced, Willy Wonka, Jr. The 8th graders are excited about the DC trip and are currently learning

about American History in preparation for the trip. The field hockey and cross country teams are going strong. The 6th grade Spaghetti Supper is coming up next week. Trunk or Treat will be held on the Plaza this Friday. Picture day was at the beginning of the month. Students in all grades have been invited to join in the Halloween parade at the end of the month. Parent/teacher meetings coming up next week for elementary school. These provide a great opportunity to get to know what your students are doing and meet their teachers.

B. Superintendent Update - Mr. O'Shea outlined work done regarding human resources. A Human Resources Support guide was shared with CPS staff which identified who to contact if they had HR related questions. The first School Safety Committee meeting of the year was held which was followed by a meeting regarding safety in the main office area. The sign-in & sign out sheets have been moved into the main office and research will be done with regard to upgrading the doorbell and camera systems in the office. Back to School nights went successfully. A communication went out to the community for support with open staffing positions for substitute teachers and kitchen staff. The IT Department conducted staff trainings at the start of the year. A Listening Session for Jewish families in the community was held on September 30th. A Family Belonging Survey was sent to families and all are encouraged to participate. Bus evacuation and safety assemblies were held earlier in the month. The 5th grade softball tournament was a great time for all that attended. CCHS is working on Portrait of a Graduate and looking for Carlisle middle school students and families to become involved. Professional development is planned for middle school staff next week during elementary parent conferences.
C. FY25 Year-End Budget Transfers - Andy Paquette of TMS reviewed the memo linked to the agenda. He indicated that the transfers were routine and would be voted on later in the meeting.
D. Preschool Processes - Val Gransewicz, Director of Student Support Services, reviewed the current preschool enrollment process and the proposed changes to the process. There was discussion regarding filling slots and the many factors that go into the decision making process. There was a brief review of ratios for the number of students with needs and model students in different classroom scenarios. The new enrollment process would move away from sibling preference. It was suggested to have clear messaging to families in order to be transparent. Administration wanted to share this information in an open forum but there is no vote needed from the School Committee to make these changes. Logistics would need to be addressed if a second preschool classroom is added. This would only be created based on student need.
E. Update on Plaza - Mr. Waterson reported out as a member of the Playground Committee. He explained that over the summer tree wells and fences were installed for the health of the trees in the playground. The fences are bigger than expected and several community members have voiced concern about the size of the wells. Signs and plaques honoring donors have been installed as well as the last few benches. He also noted that the plaque from the original playground has been put back up. There was review of a proposed layout for the plaza. The recommendation is to repave a majority of plaza, relocate basketball hoops, include a softer play area, and create a pollinator garden. The Playground Committee has investigated multiple surfaces for the softer play area over the past few years. Discussion included the placement of the soft surface and snow removal. The School Committee will ultimately approve the design of the plaza and the goal will be

to plan for summer construction to minimize disruption. The Playground committee will do additional research on the surface options and report back at a future meeting.

F. Capital Planning - Facilities Director Stephen Connearney reviewed the capital planning projects recently completed and currently underway. He fielded questions surrounding planned expenditures and upcoming projects.

G. Targeted District Review - Mr. O'Shea reviewed the documents linked to the agenda. He thanked staff, students, parents, and community members for their participation in meetings related to the review. The findings of the review focused on areas of growth for the district including updating the district Student Opportunity Act, providing more common planning time for staff, and attracting more diverse staff members. There is no additional follow-up from DESE regarding the review.

H. FY27 Fee Discussion - It was pointed out that fees offset program costs but do not cover them. The FY26 preschool fee increase covers costs to move to a full day program but does not fully fund the program. Kindergarten tuition has increased over the past several years and the transportation fee was raised last year from $395 to $425. Although members would like to eliminate some fees, currently that is not an option. Members were in agreement that minimal annual increases are better than no increases for several years with a big jump in one year. Discussion included the idea of adopting a set annual increase that could be reviewed each year. This would bring consistency and transparency to families regarding fees. Fee discussion will continue at the next meeting.

I. June 2026 8th Grade Out of State, Overnight Trip to Washington DC - Superintendent O'Shea explained that the School Committee approves all out of state, overnight field trips. The trip will be similar to past years. Planning is underway with Capital Tours. This year students will fly out of Manchester, NH very early in the morning and return later in the day on Friday in order to maximize their time in Washington DC. A vote on the trip will be held at the next School Committee meeting.

J. School Committee Goals 25-26 - Mr. Waterson reviewed the goal tracker document and the plan to review the goals and update the tracker document at each meeting. In follow-up to the last joint SESC/SEPAC meeting a request was brought forth from SEPAC to include a goal focused on special education. Committee members discussed several options and decided to include under goal #2 an action item that committee members would participate in a training or workshop specific to special education.

A motion was made by Mr. Steele to modify goal #2 of the 25-26 Carlisle School Committee goals to include participation in a training or workshop specific to special education. The motion was seconded by Ms. Kelleher and passed unanimously.
Vote: Kelleher, aye; Jamison, aye; Steele, aye; Waterson, aye; Whitt, aye.

K. CSC Support of Town Warrant Articles - The Committee reviewed the warrant articles for the upcoming Carlisle Town Meeting and determined they would not take a position on any of the articles.

V. Communications/Correspondence - The committee received three emails. One regarding the Castle Playground, an invitation to the Five-Town Mid-Autumn Festival Gala at ABRHS, and a parent email regarding the cost and accessibility of the upcoming Puerto Rico trip.

VI. Members'/Committee Reports as Needed

A. Recreation Commission - The Banta Davis Track project is complete.
B. SESC - The joint SESC/SEPAC meeting held on September 25, 2025 and a request from SEPAC was discussed previously in the meeting.
C. Policy Subcommittee - The Subcommittee continues policy review. Meetings are scheduled over the next several weeks.
D. Regional Committee - Mr. Waterson reported that the ratio of students between Concord and Carlisle has shifted which will make an impact on the Carlisle town budget. The Story of the School is in progress. A joint Finance Committee meeting with both Concord and Carlisle has been set to discuss the budget. Work on Portrait of a Graduate continues.

VII. Action Items

A. Vote to approve the naming of the Outdoor Classroom
A motion to approve the naming of the outdoor classroom, The Linda Vanaria Outdoor Classroom, was made by Mr. Jamison and seconded by Ms. Kelleher. The motion passed unanimously.
Vote: Kelleher, aye; Jamison, aye; Steele, aye; Waterson, aye; Whitt, aye.
B. Motion to waive usual voting procedure and vote at this meeting on the FY25 Year-End Budget Transfers as outlined in the FY25 Year-End Budget Transfer memo of October 14, 2025
A motion to waive usual voting procedure and vote at this meeting on the FY25 Year-End Budget Transfers as outlined in the FY25 Year-End Budget Transfer memo of October 14, 2025 was made by Mr. Steele and seconded by Mr. Jamison. The motion passed unanimously.
Vote: Kelleher, aye; Jamison, aye; Steele, aye; Waterson, aye; Whitt, aye.
C. Motion to approve the FY25 Year-End Budget Transfers as outlined in the FY25 Year-End Budget Transfer memo of October 14, 2025
A motion to approve the FY25 Year-End Budget Transfers as outlined in the FY25 Year-End Budget Transfer memo of October 14, 2025 was made by Ms. Whitt and seconded by Mr. Steele. The motion passed unanimously.
Vote: Kelleher, aye; Jamison, aye; Steele, aye; Waterson, aye; Whitt, aye.

VIII. Public Comments - Almudena Pacheco-Garcia, 91 Carleton Road, Carlisle, MA

IX. Adjournment

A motion to adjourn was made by Ms. Whitt and seconded by Mr. Jamison.
The motion passed unanimously and the meeting adjourned at 9:04 PM.
Vote: Kelleher, aye; Jamison, aye; Steele, aye; Waterson, aye; Whitt, aye.

Respectfully Submitted
Mary O'Regan
Assistant to the Superintendent
October 15, 2025

List of Documents Viewed and/or Reviewed:
CSC Meeting Minutes 9.17.25
Accounts Payable Warrant 26SE06;$231,613.15
Accounts Payable Warrant 26SE07;$119,492.73
Payroll Warrant 26PR06; $457,330.38
Payroll Warrant 26PR07; $455,438.29
FY25 Year-End Budget Transfer Memo
Preschool Processes Presentation
Capital Planning Presentation
Targeted District Review Overview
District Targeted Review Report
FY27 Fee Discussion Presentation
June 2026 8th Grade Out of State, Overnight Trip to Washington, DC
School Committee Goals 25-26