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, SEPTEMBER 16, 2026
6:00 PM
COMMUNITY ROOM, ROBBINS BUILDING
AND REMOTE ZOOM ACCESS

Present – School Committee: Scott Jamison, Lynette Kelleher, James Steele, Brian Waterson
Present via Zoom – School Committee: Sharon Whitt
Present – School Administration: Brad Crozier, Interim Superintendent; 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 9-16-26
Time: Sep 16, 2026 06:00 PM Eastern Time (US and Canada)
Join Zoom Meeting
https://carlisle-k12-ma-us.zoom.us/j/82482600564?pwd=7Rca3ERaibqKx9mNK2Btgars0KwcbZ.1
Meeting ID: 824 8260 0564
Passcode: 721025

I. Call to Order

School Committee Chair Jamison called the School Committee meeting to order at 6:01 PM and announced the meeting was being recorded.
Roll Call: Scott Jamison, Lynette Kelleher, James Steele, Brian Waterson, Sharon Whitt

II. Public Comments

- Caroline Dailey, 42 Calderwood Way, Carlisle
- Ella Kennedy, 1171 Westford Street, Carlisle
- Rachel Freed, 790 Concord Street, Carlisle
- Zuzu Dailey, 42 Calderwood Way, Carlisle
- Kathryn Dailey, 42 Calderwood Way, Carlisle

III. Consent Agenda

A. Interim Superintendent Search Committee Meeting Minutes 4.2.26
B. Interim Superintendent Search Committee Meeting Minutes 4.6.26
C. Interim Superintendent Search Committee Meeting Minutes 4.7.26
D. Interim Superintendent Search Committee Meeting Minutes 4.8.26
E. Interim Superintendent Search Committee Meeting Minutes 4.9.26
F. Interim Superintendent Search Committee Meeting Minutes 4.16.26
G. Interim Superintendent Search Committee Meeting Minutes 5.28.26
H. CSC Meeting Minutes 6.9.26
I. CSC Meeting Minutes 6.10.26 (10:00 AM)
J. CSC Meeting Minutes 6.10.26 (6:00 PM)
K. CSC Meeting Minutes 6.11.26

L. CSC Meeting Minutes 6.15.26
M. CSC Meeting Minutes 6.25.26
N. CSC Meeting Minutes 8.5.26
O. Warrants
    a. Accounts Payable Warrant 26SE26; $58,223.11
    b. Accounts Payable Warrant 26SE27; $64,265.10
    c. Accounts Payable Warrant 27SE01; $93,047.27
    d. Accounts Payable Warrant 27SE02; $48,097.27
    e. Accounts Payable Warrant 27SE03; $61,692.14
    f. Accounts Payable Warrant 27SE04; $137,401.98
    g. Accounts Payable Warrant 27SE05; $85,083.89
    h. Payroll Warrant 26PR26; $372,630.79
    i. Payroll Warrant 26PR27; $3,950.57
    j. Payroll Warrant 27PR01; $301,585.55
    k. Payroll Warrant 27PR02; $314,556.33
    l. Payroll Warrant 27PR03; $312,785.72
    m. Payroll Warrant 27PR04; $121,431.76
    n. Payroll Warrant 27PR05; $460,999.46
P. Enrollment of Staff Child

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

IV. Information/Discussion Items -

A. Student Update - Mr. Crozier has worked with the Grade 8 team to identify a student representative to participate in School Committee meetings. Alex Lehmann will join the upcoming meetings as a student representative and provide updates on student related activities in the district.
B. Superintendent's Update - Mr. Crozier reviewed the enrollment update, new hire/transfer list, and faculty/staff list linked to the agenda. He reported that the district currently has two open paraprofessional positions. Mr. Crozier thanked the PTO for the staff luncheon held earlier in the day. He also provided an update on the transition to the ParentSquare communication platform and noted that feedback from families has been positive. Mr. Crozier shared that the field hockey team won its first game and announced that the 7th Grade play will be *Mary Poppins, Jr.* this year. The Drama Club will present *Frozen, Jr.* later in the fall. Mr. Crozier also addressed the use of the plaza and playground by middle school students between middle school dismissal and elementary dismissal. There have been ongoing discussions with staff regarding this matter. The district does not have the capacity to provide supervision during this time, and the plaza and playground are being used by elementary classes as well as elementary dismissal. Adjustments have been made to Homework Club to allow students to leave early when necessary. Students participating in field hockey and cross country may proceed to Spalding Field at dismissal, where they will be supervised by Athletic Director/Cross Country Coach Lynne Carmel. Administration will continue to explore alternative options for middle school students to gather at dismissal. Mr. Jamison noted that this is a community issue and not solely a school issue, and school administration will continue to participate in discussions to identify potential solutions. It was also noted that communication regarding the issue could

have been clearer and that it may be beneficial for the School Committee to review relevant policies and the Student/Parent Handbook.

C. School Committee Goals 26-27 - The Committee reviewed and discussed the draft goals at the August meeting. Members had no further comments or revisions to the proposed goals. A vote to approve the goals will be held later in the meeting.

D. Superintendent Goals 26-27 - Mr. Crozier outlined the draft goals linked to the agenda. He noted that he reviewed the draft School Committee goals with consideration given to the responsibilities and operational role of the Superintendent. The Superintendent's goals were developed to align with the DESE Superintendent evaluation process. Mr. Crozier stated that he welcomes questions and feedback and will make adjustments to the goals as appropriate. School Committee members noted that aligning the Superintendent's goals with the School Committee's goals is helpful. The Committee also discussed the frequency and method for reviewing work towards the goals. Once the Superintendent's goals are finalized, the Committee will determine the appropriate process and frequency for check-ins.

E. Superintendent Search - The hiring of a permanent Superintendent is a School Committee goal for the current school year. Mr. Jamison has been in communication with the district's MASC representative to discuss options for conducting a search while an Interim Superintendent is in place. The Committee discussed establishing a designated contact person to work with MASC and expressed support for this approach. The Committee also supported distributing a community survey but noted that methods for effectively distributing the survey will need to be identified. A search timeline and administrative model will need to be established in order to move the process forward. The goal is to approve the strategic plan and administrative model within the next one to two months. It was noted that additional School Committee meetings may need to be scheduled to accomplish these objectives. Mr. Waterson will take the lead on completing the strategic plan, while Ms. Kelleher will work with MASC regarding the Superintendent search process. Mr. Steele will provide support to Ms. Kelleher. The Committee discussed the possibility of moving to a one-school administrative model and the need to develop a roadmap for next steps. Mr. Crozier suggested reaching out to other PreK-8 districts in the state to learn more about their administrative models and structures.

F. FinComm Question Review - FinComm provided the School Committee with a list of questions for review and response. Mr. Crozier and Mr. Jamison worked with Andy Paquette in the Business Office to prepare responses. The responses will be sent to FinComm, after which Mr. Crozier and Mr. Jamison plan to attend the next FinComm meeting on September 24, following the Middle School Back-to-School Night. It was noted that approximately 80% of the district budget consists of salaries, making it difficult to reduce the budget without reducing staffing in ways that could impact the student experience. The Committee noted that the district is not currently overstaffed. Discussions regarding transportation will continue, including exploring opportunities to share transportation service costs with Concord.

G. Protection Act Policy Discussion - The Act was passed in August. The district already had procedures in place and only needed to make minor adjustments to align with the new regulations. The draft policy linked to the agenda was provided by MASC and therefore did not follow the Committee's usual policy review process through the Policy Subcommittee. The policy will be added to the list of policies scheduled for review during the 2026-2027 school year for further discussion. The Committee discussed how preschool students should be addressed, as Carlisle is a PreK-8 district while the policy

currently references students in grades K-8. The Committee reached agreement on language to be added to the policy to ensure that it applies to all CPS students in PreK-8.

H. Strategic Planning Update - The Committee outlined the remaining work needed to complete the strategic planning process. A draft plan was completed at the end of the previous school year; however, further review is needed. It was suggested that the Committee first address any potential changes to the mission, vision, and core values before moving forward with the plan. The Committee discussed who should participate in the review process, including whether the original committee should reconvene or whether the work should be completed by a smaller, more focused group. It was determined that administrators will bring the draft plan to grade-level meetings to obtain feedback from staff and will then share that feedback with the School Committee. The original Strategic Planning Committee will be invited to a meeting to review proposed revisions to the mission, vision, and core values. The goal is to have a draft ready for presentation at the October School Committee meeting.

V. Communications/Correspondence - The Committee received fifteen (15) emails since the June 10, 2026 meeting. Some emails received yesterday or today, will be responded to shortly.

VI. Members'/Committee Reports as Needed

A. MFC - Work is ongoing for the Police Station and Library building renovation projects. Elevator updates were made to both school town buildings.

B. Regional Committee - Mr. Waterson is serving as Chair of the Regional Committee and noted it has been a smooth start to the start of the year. The Committee will be looking at October 1 enrollment figures as they guide the budget process. The Amenities Building permit was issued last week and construction will start next week. Two Technology Committees are being formed, one for staff and one for the greater school community. The Kicks for Cancer event is coming up at the end of the month and there is a review of safety procedures for the event.

C. FinComm - Attendance at an upcoming meeting was addressed earlier in the meeting.

D. SESC - Work continues to schedule a special education training for School Committee members.

It was noted that there has been a schedule change for the November meeting. Start time will be moved from 6:00 to 6:30 PM.

VII. Action Items

A. Vote to appoint Brad Crozier as Treasurer of the Carlisle School District
A motion to appoint Brad Crozier as Treasurer of the Carlisle School District was made by Mr. Waterson and seconded by Mr. Steele. The motion passed unanimously.
Roll Call Vote: Jamison, aye; Kelleher, aye; Steele, aye; Waterson, aye; Whitt, aye

B. Vote to appoint Brad Crozier as Case Collaborative Board Member
A motion to appoint Brad Crozier as Case Collaborative Board Member was made by Mr. Waterson and seconded by Mr. Steele. The motion passed unanimously.
Roll Call Vote: Jamison, aye; Kelleher, aye; Steele, aye; Waterson, aye; Whitt, aye

C. Vote to approve School Committee Goals for the 2026-2027 School year
A motion to approve School Committee Goals for the 2026-2027 School year was made by Mr. Waterson and seconded by Mr. Steele. The motion passed

unanimously.
Roll Call Vote: Jamison, aye; Kelleher, aye; Steele, aye; Waterson, aye; Whitt, aye

D. Vote to approve School Committee Responses to FinComm Questions
A motion to approve School Committee Responses to FinComm Questions was made by Mr. Waterson and seconded by Mr. Steele. The motion passed unanimously.
Roll Call Vote: Jamison, aye; Kelleher, aye; Steele, aye; Waterson, aye; Whitt, aye

E. Vote to waive usual procedure and vote at this meeting on the adoption of Policy A9-Interacting with Law Enforcement Officers Engaged in Civil Law Enforcement (Protect Act)
Motion to waive usual procedure and vote at this meeting on the adoption of Policy A9-Interacting with Law Enforcement Officers Engaged in Civil Law Enforcement (Protect Act) was made by Mr. Waterson and seconded by Ms. Kelleher. The motion passed unanimously.
Roll Call Vote: Jamison, aye; Kelleher, aye; Steele, aye; Waterson, aye; Whitt, aye

F. Motion to adopt Policy A9-Interacting with Law Enforcement Officers Engaged in Civil Law Enforcement (Protect Act)
A motion to adopt Policy A9-Interacting with Law Enforcement Officers Engaged in Civil Law Enforcement (Protect Act) with an amendment to paragraph three, inserting the text “for all Carlisle Public School students” between the words procedures and consistent, was made by Mr. Waterson and seconded by Ms. Kelleher. The motion passed unanimously.
Roll Call Vote: Jamison, aye; Kelleher, aye; Steele, aye; Waterson, aye; Whitt, aye

VIII. Public Comments

- Sydney Freed, 790 Concord Street, Carlisle
- Jessie Pescatore, 509 South Street, Carlisle
- Brooke Mackintosh, 303 Russell Street, Carlisle

IX. Adjournment

A motion to adjourn was made by Mr. Waterson and seconded by Ms. Kelleher.
The motion passed unanimously and the meeting adjourned at 8:00 PM.
Roll Call Vote: Jamison, aye; Kelleher, aye; Steele, aye; Waterson, aye; Whitt, aye

Respectfully Submitted
Mary O’Regan
Assistant to the Superintendent
September 16, 2026

List of Documents Viewed and/or Reviewed:
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Enrollment Update
New Hire/Transfer List
26-27 Faculty-Staff List
Superintendent Goals 26-27
Carlisle Finance Committee Questions
A9-Interacting with Law Enforcement Officers Engaged in Civil Law Enforcement (Protect Act)