

Carlisle School Committee

Minutes

May 21, 2008

Robbins Library

7:00 PM

Present – School Committee: Chad Koski, Chair; Wendell Sykes, Vice Chair; Dale Ryder; Bill Fink, Lewis Salemy.

Present – School Administration: Marie Doyle, Superintendent; Heidi Zimmerman, Business Manager; Jim Halliday, Principal; Patrice Hurley, Principal; Karen Slack, Director of Student Support Services; Claire Wilcox, Assistant to the Superintendent.

Chad Koski called the meeting to order at 7:08 pm.

Public Comment Period

Mr. Koski welcomed everyone to the meeting, and asked if any members of the public had comments. There were no comments.

Committee Reorganization – Subcommittee Assignments

Mr. Fink stated that he would like to participate on the School Building Committee and possibly represent the School Committee on the Technology committee. Ms. Zimmerman will ask the Selectmen to expand the School Committee membership on the Building Committee to two members.

Mr. Sykes agreed to be the representative on the Long Term Capital Committee. He will also remain on the School Building Committee.

Ms. Ryder will be on the Strategic Planning Committee.

Mr. Sykes made a motion to appoint Dale Ryder and Louis Salemy as members of the Regional School Committee. Mr. Fink seconded the motion and all members voted in favor.

Review of minutes

Mr. Sykes made a motion to approve the minutes of the meeting of May 7, 2008. Ms. Ryder seconded the motion. Mr. Koski, Ms. Ryder, and Mr. Koski voted in favor of approving the minutes. Other members abstained because they were not on the committee at the time of the meeting.

Communications/Correspondence

The following items were reviewed:

- Letter to the Kindergarten teachers regarding the rainforest play
- Thank you letter to the world language teachers for their school committee presentation
- Email from Alex Krapf offering to donate money to cover the band and chorus fees
- Minutes from the math review committee

Superintendent's Report

Superintendent Marie Doyle reported on the following:

- 5th District Day in Washington
- Strategic Planning technology roundtable. Some School Committee members were at the roundtable and discussed their views regarding the use of laptops in classrooms. Mr. Salemy stated that he feels that students should not use tools like laptops during class because they use computers too much. Mr. Fink stated that he feels there is a middle ground and that there are benefits to the use of technology but there should be some controls on their use.
- CSA English Language Arts informational coffee
- CSA annual meeting
- Volunteer ice cream social
- Staff appreciation ice cream social
- Kindergarten screening
- Math review team meeting
- CSA retirement party for Lynn Walker and Daryl Greenwood on May 22nd
- Everyday Math parent presentation on June 23

Administrator Reports

Elementary Principal Patrice Hurley represented the Administrative Team and reported on the following:

- MCAS
- Student Council talent show
- Student Council dance
- Musical theater performance
- Kindergarten screening
- 3rd grade field trip to Lowell Mills
- May faculty meeting

Information/Discussion Items

- A. **Review Health Manual.** School nurses Kathleen Horan and Lori Desjardins were present at the meeting and discussed the revisions to the school health manual. Ms. Horan stated that she had waited to revise the policy until the state manual was completed. Most of the material in the manual is from the state comprehensive health manual used in many schools. The revised manual will be voted on at the June 4th meeting. Ms. Horan also briefly described the work of the health office, which is a very busy place on campus. She discussed the nurses' tasks and the interactions she and Ms. Desjardin have with their colleagues in Concord and across the state.

Mr. Sykes asked if the school is tied into the state epidemiological websites. Ms. Horan stated that this is done through the Carlisle Board of Health.

Ms. Slack stated that Ms. Horan is an invaluable member of the crisis team and the Nursing, Administration, and Guidance group.

Nancy Cowan of Russell Street asked for clarification regarding food in classrooms. Ms. Horan stated that we continue to work on celebrating events in ways other than with food as part of a national wellness effort. She said that when food is brought in, it should be healthy food.

- B. **Band/Chorus Fees and Donation Offer.** The Krapf family has offered a donation to cover the cost of the band and chorus fees for next year. Ms. Doyle read an email from the Krapf family detailing the offer. In his email Mr. Krapf stipulated that the donation should be used for the fees and that the school committee should vote to reverse the leveling of fees for the band and chorus programs.

Mr. Fink stated that this was a generous offer. Mr. Koski stated that he had no problem with using the donation for band and chorus. However, he is concerned about the condition of reversing the fee. He would like to leave the fee on the books and have the Krapf donation cover the fees for this year. Ms. Ryder stated that she is very thankful for the generous gift, but is also concerned about rescinding the fees. She is in favor of accepting the donation to cover the fees for this year.

Mr. Krapf stated that the offer is to cover the fee for the current year and would not affect the levying of fees in following years. However he would not want to see the fees stay on the fee schedule and have the donation cover the fees.

Mr. Sykes stated that this particular donation and condition are favorable, but this might not be the case in the future and might set an unwise precedent. Mr. Salemy stated that he is in agreement with Mr. Koski. Ms. Ryder stated that she

knows the Krapfs have the best intentions in mind and feels that each donation could be considered individually without too much concern about setting a precedent.

Ms. Zimmerman noted that this type of donation has been a hot topic on the business manager's list serve. Most business managers are reluctant to accept donations with strings attached. Mr. Krapf noted that this is the lightest of strings. He also noted that the committee is setting high standards regarding the acceptance of donations if the donation is not accepted.

Members thanked Mr. Krapf for his generosity. The donation will be voted on at the next meeting.

C. Donation from the Doucette family. The Doucette family has donated \$1,000 to the school to help cover the budget shortfall to use as the school sees fit. Ms. Ryder asked how Ms. Doyle intended to use the money. She has not yet decided but will inform the School Committee.

D. Review District Report Card. Ms. Doyle discussed this year's district report card, which is a report detailing information about the Carlisle school district including student demographic and attendance information, teacher and staffing information, MCAS results, and the progress our students have made toward achieving standards set by the federal No Child Left Behind Act.

Ms. Hurley reported on the MCAS aspect of the report and the performance standard we are held to, called AYP or adequate yearly progress. Each year the standards are raised and by 2014 all students should be proficient in English and Mathematics. At this stage we easily meet the AYP targets, but the targets will get more difficult to meet as we move toward 2014.

Ms. Slack reported on the special education subgroup represented in the report. This subgroup did not meet the state target rate but met our local target rate and achieved adequate yearly progress.

Mr. Sykes asked for clarification regarding the setting of target rates and how our special education students fare.

E. Review Homework Policy. Ms. Wilcox detailed the revisions to the homework policy, which had been reviewed by faculty, the School Council and the administrative team. The policy will be voted on at the next meeting.

F. Meeting Schedule for 08 – 09. A proposed meeting schedule was included in the packet. Meetings would continue to be held on the first and third Wednesdays of each month at 7:00 pm.

G. Summer Meeting Discussion. Members discussed the annual retreat. Ms. Wilcox asked members to email her their vacation schedules and stated that she would try to come up with a date for the retreat that might work for everyone. Possible topics include: School Committee goals, 3-year budget, superintendent evaluation process, and contract negotiations.

H. Gas procurement. Ms. Zimmerman discussed natural gas pricing and asked for approval to negotiate a 3-year contract to lock in prices. She stated that there are two components to the price: the commodity price and the pipeline fee. She anticipates about a \$25,000 to \$30,000 increase next year over the current year if she negotiates a 3-year contract to fully lock in both parts of the cost. Mr. Salemy suggested locking in a pipeline fee for 3 years but not the commodity fee at this time.

Ms. Zimmerman stated that she would watch the prices of the commodity over the summer. She will lock in the pipeline fee. She will work with Mr. Salemy on these costs. Ms. Zimmerman also noted that we have taken over the energy costs for the Highland Building, and she will have to figure this into the next budget.

Other Business

Ms. Zimmerman reported that Carlisle did not receive a transportation grant that we had applied for.

Ms. Zimmerman reported on a free energy audit we have qualified for, and stated that she would be working with David Flannery on the audit, which will result on our receiving conservation suggestions.

Ms. Zimmerman stated that she would like to discuss the transportation contract at the next meeting in the light of rising diesel prices.

Ms. Wilcox stated that she would have an action item on the next agenda to change the signature policy for the summer.

Ms. Wilcox reminded members involved in the organizational review process of meetings on May 27th and June 3rd.

Ms. Ryder suggested moving the information and discussion items to the beginning of the agenda.

Citizens' Comments

Ms. Sorn asked for clarification regarding the CSA grants and when they would be approved by School Committee.

Adjournment

There was no additional business, and **Mr. Sykes made a motion to adjourn to executive session for the purpose of discussing contract negotiations. The meeting will not return to open session. Mr. Fink seconded the motion, and all members present voted in favor: Mr. Koski, yes; Mr. Salemy, yes; Mr. Sykes, yes; Ms. Ryder, yes; Mr. Fink, yes.**

The public meeting was adjourned at 8:58 pm.

Respectfully submitted,

Claire M. Wilcox
Assistant to the Superintendent