

**SCHOOL COMMITTEE MEETING MINUTES
WEDNESDAY, JANUARY 11, 2023
7:00 PM
COMMUNITY ROOM, ROBBINS BUILDING
AND REMOTE ZOOM ACCESS**

Present – School Committee: Amanda Comperchio, Jack Huntress, Sharon Whitt, Sara Wilson
Present via Zoom – School Committee: Carrie Patel
Present – School Administration: James O’Shea, Superintendent; Lori Bruce, Director of Student Support Services; Matt Mehler, Middle School Principal; Scott Heffner, Network Manager; Stephen Conneaney, Facilities Director; Kim Reid, School Psychologist; Jeff Hechenbleikner, School Psychologist; Katie Rupprecht, School Psychologist; Mary O’Regan, Assistant to the Superintendent
Present via Zoom – School Administration: Dennet Sidell, Elementary Principal

Per Governor Baker’s order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, members of the public can access the meeting via live stream at:

Topic: CSC Meeting

Time: Jan 11, 2023 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://carlisle-k12-ma-us.zoom.us/j/83820695743?pwd=azJSRIAwEXhaRXhFOHINK2ZvOW1RUT09>

Meeting ID: 838 2069 5743

Passcode: 409082

I. Call to Order

Mr. Huntress called the meeting to order at 7:02 PM and announced the meeting was being recorded.

II. Public Comments - There were no public comments.

III. Review/Approve Minutes

A motion was made by Ms. Wilson to approve the minutes of the Carlisle School Committee meeting from December 7, 2022. The motion was seconded by Ms. Whitt. The motion passed unanimously.

Roll Call Vote: Comperchio, aye; Huntress, aye; Patel, aye; Whitt, aye; Wilson, aye

A motion was made by Ms. Whitt to approve the minutes of the Carlisle School Committee Policy Subcommittee meetings from October 25, 2022, November 15, 2022, and November 29, 2022. The motion was seconded by Ms. Patel. The motion passed unanimously.

Roll Call Vote: Comperchio, aye; Huntress, aye; Patel, aye; Whitt, aye; Wilson, aye

IV. Information/Discussion Items

- A. Carlisle School Committee Goals - There was review of the 22-23 goals and activity related to each goal.
- B. Student Reports – Rohan Danker reported that the Drama Club put on a production of Willy Wonka Jr. in December and that work continues for the upcoming 7th grade play Footloose Jr. Ziyao Ma gave a shout out to the basketball teams for their recent wins. 8th grade students had a presentation by CCHS staff on foreign language courses offered at

the high school. Student Council has several upcoming community service projects. Lily Bromley spoke about the December 20th Brighten the Night event. She also highlighted Spirit Week and the upcoming Spanish mid-term.

- C. Overnight, Out of State Field Trip; Grade 6 Nature's Classroom Trip, September 26-29, 2023, Camp Cody, Freedom, NH - Dr. Mehler reviewed the slide presentation and answered questions. He noted that Camp Cody is a great venue for this trip and that the only expected changes from last year are the lifting of some COVID related restrictions.
- D. Social Emotional Learning; Panorama Survey Overview - School Psychologists Kim Reid, Jeff Hechenbleikner and Katie Rupperecht provided background information regarding Panorama Surveys including what the survey platform has to offer, to whom and how often the surveys are given, and the use of survey results. To date the surveys have only been given to students, but parents and staff are scheduled to be surveyed in the next few weeks. This was the first formal presentation regarding Panorama Surveys and the plan is to continue with surveys in future years to monitor student progress as well as facilitate the tracking of social emotional data.
- E. Looking at Shifts in Current Literacy Practices - Mr. O'Shea informed the committee about ongoing conversations with administration, staff, the SESC, and SEPAC about shifts in literacy practices. This is an ongoing dialogue and will be addressed at upcoming School Committee meetings.
- F. Telephone System Update - Scott Heffner, Network Manager, reviewed the current state of the telephone system in the school buildings across the district and gave an overview of several options for upgrading the phone system. It was noted that the town buildings are also in need of an upgrade and the Town Manager would like to work with the district to use the same vendor and install a similar phone system. Together the district and town will work to firm up costs and submit a proposal to have the initial system installation costs covered by ARPA funds. There is no vote needed from the School Committee to upgrade the phone system, but Mr. O'Shea wanted the School Committee to be aware of this project and the coordination with the town regarding the phone systems.
- G. Capital Project Request List (Grant Elevator, Campus Lighting, Security Cameras) - There was review of the list submitted to the town of capital project requests. There are many items on the list that would benefit the schools but the projects have been listed in order of priority. Mr. O'Shea and Facilities Director Stephen Conneaney will continue to review the capital request projects list.
- H. Facilities Update - Facilities Director Stephen Conneaney reviewed a list of items that the department has addressed over the past few months noting that in several instances issues arose due to a lack of preventative maintenance and general upkeep. Mr. Conneaney discussed the current 3-month trial period in place with him overseeing town facilities in addition to the school facilities. During this period Mr. Conneaney will work to set up more robust maintenance plans as well as unify vendors used for the school and town in an effort to save time, money, and resources.
- I. Vocational School Interest - The School Committee continues its work on a document to share information gathered regarding vocational and technical schools. There was discussion surrounding what topics and details to be included in the document. It was noted that this is not only a local issue, but a national issue as well. The School Committee is aware that any decisions regarding membership at a vocational or technical school would be made at a town level. Mr. Huntress will continue to be the point of contact for the document.

- J. FY24 Budget - The FY24 Budget proposal has a 3.02% budget increase. The only additional staffing position proposed is a Tier II Tutor. A vote on the budget is scheduled for later in the meeting.
- K. Superintendent Contract - There was review of the proposal discussed at the December School Committee meeting. The next steps would be for a vote by the School Committee and review of the contract by an attorney. A vote on the Superintendent Contract is scheduled for later in the meeting.
- L. Donation to CPS Arts Department - Mr. O'Shea presented a gift the district received to support the Art Department.

V. Communications/Correspondence – There were no communications or correspondence.

VI. Superintendent's Update

The Middle School Basketball teams are on a winning streak. The Drama Club production of Willy Wonka Jr. was a success. There was a great turnout for the PTO Pokemon Cardathon in December and there is discussion of having another event. The Carlisle Finance Committee met earlier in the week. They have been provided the proposed FY24 district budget. Staff will participate in professional development on Wednesday, January 25th with consultant Harry Harding. The staff is continuing its work in the areas of diversity, equity, inclusion, and belonging. Also on January 25th, an early release day, there will be the Multicultural Festival which will have both in-school components for students and after-school activities for students and families.

VII. Members'/Committee Reports as Needed

- A. Regional School Committee - The committee approved the 23-24 budget and continues its policy work. Working groups have been formed to look at best practices. A meeting will be held the week of January 16th to review the results of the DEIB Equity audit. For the first time since the pandemic the committee approved out of the country student trips, as well as some in country trips.
- B. Policy Subcommittee - The subcommittee met earlier in the week and will meet again next week. The goal is to bring a list of recommendations to reaffirm, revise, and/or adopt new policies to the full School Committee in February.
- C. Municipal Facilities Committee - A meeting is scheduled for next week. As discussed previously in the meeting, Stephen Connearney has taken on a larger role and more responsibility with regard to town facilities.
- D. Special Education Subcommittee - The subcommittee met in December with SEPAC and discussed the DESE District Profile, areas of focus for SESC this year, website updates, and a listing of teacher certifications and trainings. The next meeting is another joint meeting with SEPAC scheduled for January 18, 2023 to discuss the podcast "Sold A Story."

VIII. Warrants

- A. Accounts Payable Warrant 23SE12; \$101,884.33
- B. Accounts Payable Warrant 23SE13; \$76,725.46
- C. Accounts Payable Warrant 23SE14: \$70,182.43
- D. Payroll Warrant 23PR12; \$406,941.37
- E. Payroll Warrant 23PR13; \$416,166.08
- F. Payroll Warrant 23PR14: \$386,056.11

IX. Action Items

- A. Vote to approve the FY24 Budget

A motion to approve the FY24 Budget was made by Ms. Comperchio and seconded by Ms. Patel. The motion passed unanimously.

Roll Call Vote: Comperchio, aye; Huntress, aye; Patel, aye; Whitt, aye; Wilson, aye

- B. Vote to approve the Superintendent Contract

A motion to approve the Superintendent Contract as presented was made by Ms. Comperchio and seconded by Ms. Patel. The motion passed unanimously.

Roll Call Vote: Comperchio, aye; Huntress, aye; Patel, aye; Whitt, aye; Wilson, aye

X. Citizen's Comments - There were no public comments.

XI. Adjournment

Mr. O'Shea thanked staff from Minuteman Technical High School who came to support the recording of the meeting.

A motion to adjourn was made by Ms. Wilson. The motion was seconded by Ms. Patel. The motion passed unanimously and the meeting adjourned at 9:40 PM.

Roll Call Vote: Comperchio, aye; Huntress, aye; Patel, aye; Whitt, aye; Wilson, aye

Respectfully Submitted
Mary O'Regan
Assistant to the Superintendent
January 11, 2023

List of Documents Viewed and/or Reviewed:

CSC Meeting Minutes 12.7.22
Policy Subcommittee Minutes 10.25.22
Policy Subcommittee Minutes 11.15.22
Policy Subcommittee Minutes 11.29.22
School Committee Goals 22-23
Grade 6 Nature's Classroom 2023 Trip Presentation
Panorama Survey Overview
Telephone System Update
Capital Project Request List
FY24 Budget

Accounts Payable Warrant 23SE12; \$101,884.33
Accounts Payable Warrant 23SE13; \$76,725.46
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