

**SCHOOL COMMITTEE MEETING MINUTES
WEDNESDAY, MAY 10, 2023
7:00 PM
LIBRARY, ROBBINS BUILDING
AND REMOTE ZOOM ACCESS**

Present – School Committee: Amanda Comperchio, Jack Huntress, Carrie Patel, Sharon Whitt, Sara Wilson

Present – School Administration: James O’Shea, Superintendent; Mary O’Regan, Assistant to the Superintendent

Present via Zoom – School Administration: Lori Bruce, Director of Student Services; Dennet Sidell, Elementary School 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 5-10-23

Time: May 10, 2023 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://carlisle-k12-ma-us.zoom.us/j/87612610606?pwd=YlorRURPU0RQK2JUR3BxTVBIZTI1QT09>

Meeting ID: 876 1261 0606

Passcode: 148930

I. Call to Order

Mr. Huntress called the meeting to order at 7:04 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. Whitt to approve the minutes of the Carlisle School Committee meeting from April 10, 2023. The motion was seconded by Ms. Patel.

The motion passed unanimously; all members voted in favor (5-0-0).

IV. Information/Discussion Items

- A. School Committee Recognitions - As this was their last School Committee meeting, members Jack Huntress and Amanda Comperchio were recognized for their work for the district and dedication to the students over the past three years.
- B. Carlisle School Committee Goals - There was review of the 2022-2023 goals and the activity surrounding these goals over the past weeks and months.
- C. Student Reports - Rohan Danker gave an update on MCAS testing. He noted that Middle School Mid-Term Progress Reports were coming out. Spring sports are underway. The 8th graders are looking forward to their trip to Washington DC as well as the Shakespeare plays. Ziyao Ma talked about the nominations for Lillian Awards, the upcoming Memorial Day Parade, and 8th grade graduation speeches. There will be an end of the year band concert. The Math Team won their recent league meet and the Ultimate Frisbee Team won their first match. School Committee members thanked the students for participating

in the School Committee meetings over the past year and noted that the student reports are a great addition to the meetings.

- D. [DEICAC Annual Report](#) - Rachel Freed of the DEICAC joined Mr. O'Shea to provide the update. There was discussion regarding the collaboration between the district and the DEICAC. Over the past year the DEICAC met monthly with the administrative team to discuss how to support the district. There was a review of the events held over the past year as well as those planned for the next few weeks. It was noted that the DEICAC is made up of volunteers with limited resources but that they hope to expand support in the upcoming school year to embrace and celebrate the community. Mr. O'Shea thanked the DEICAC for all they have done and looks forward to continuing to work with them in the future.
- E. Superintendent Evaluation: Superintendent Goal Progress Report - Mr. O'Shea reviewed the slides linked to the agenda highlighting work over the past year surrounding each goal. He noted that in many instances work is constant and ongoing. Mr. O'Shea highlighted his collaboration with town departments/staff as well as the Management Solution (TMS). School Committee Members were encouraged to reach out to Mr. O'Shea if they had any questions on this report while working on the evaluation.
- F. Superintendent Evaluation Timeline - The timeline for the evaluation was outlined. Mr. Huntress asked School Committee members to identify which district staff members they wanted to meet with to discuss the evaluation.
- G. Vocational School Document Discussion - Mr. Huntress stated that the goal was to review the document and determine next steps. Any recommendations that are made would need committee agreement. As pointed out in the past, membership in vocational/technical schools is a townwide discussion not just a School Committee issue. Steps could be taken to bring the town Finance Committee and Select Board into discussion but it is not clear who in the town would take ownership of this issue. It was noted that communication surrounding the value of Vocational and Technical Schools needs to be addressed. Members were asked to submit comments on the document to Ms. Comperchio. Ownership of the Google document will be transitioned to Mr. O'Shea after comments are received and it is edited. The School Committee will revisit the topic once new School Committee members have been elected and seated.
- H. FY23 Budget Transfer/Update - Mr. O'Shea confirmed that the district does have a recent out of district placement for a student. The insurance claim on the generator is in progress and the hope is that the district will receive a disbursement from the claim. It was noted that the district does not have a contingency fund set-up and that might be something to consider setting up moving forward in the event that a situation arises that the district incurs unexpected expenses. A vote on the budget transfers will take place later in the meeting.
- I. Proposed Protocol for Committee Organization and Appointments - Mr. Huntress reviewed the process of new School Committee members getting elected, sworn in, and seated while also noting out the importance of appointing Carlisle School Committee members to the Regional School Committee in the correct time frame. There was discussion surrounding adding a second meeting in May to the School Committee calendar or moving the May meeting to later in the month following town elections. This will be taken into consideration when setting the 2023-2024 meeting schedule.

- V. Communications/Correspondence** – March 2023 Case Update. Mr. O’Shea noted that Carlisle School District is a member of CASE Collaborative and that CASE has indicated that every few months they will share an update of activities at the collaborative with the member districts.

VI. Superintendent’s Update

Mr. O’Shea was pleased to report that the district budget was passed at Town Meeting. Contracts for the teachers will go out on Monday, May 15. Also at Town Meeting, funding for the Internal Security Camera project and the Corey Auditorium Lighting project passed. The Facilities Department will have multiple projects taking place over the next several months. Teacher Appreciation week is this week. The PTO hosted a luncheon for staff. During the luncheon Administration recognized staff members with 20 years of service, 25 years of service, and those retiring at the end of the school year. The Preschool is holding a Jubilee event on Thursday, June 1 to celebrate the 25th year of the program. All are invited to attend. Tomorrow the SESC will hold a joint meeting with SEPAC, its last joint meeting of the year. Monday, May 22 there will be no school for kindergarten students as screening of the incoming kindergarten students will take place. Grade 4 students and families are invited to participate in a Pot-Luck Dinner event on Wednesday, May 24 to mark their transition from elementary school to middle school. A Pride Celebration is scheduled for Friday, June 2 with middle school students making signs and having an organized walk to Spalding Field followed by activities at the field. Elementary students, with parents/supervision, may join in the activities at Spalding following dismissal. Tuesday, June 6 the PTO is hosting its annual meeting/coffee hour at Clark Farm. DEICAC is holding a Coffee Hour this Friday, May 12. The 8th Grade Washington DC trip is scheduled for June 7-9. Tuesday, June 13 at 6:30 PM 8th Grade Graduation will be held on the plaza, weather permitting, and the last day of school for all students is Thursday, June 15.

VII. Members’/Committee Reports as Needed

- A. Regional School Committee - There is new leadership at CCHS. At the last Regional School Committee the Special Education Department made a presentation, the cell tower project on CCHS campus was discussed, and a diploma was awarded to a Vietnam Veteran who missed his graduation in 1968. The Early Release Day schedule for the 2023-2024 school year is still being worked out. Days and release times are still to be determined. Also, the Regional School Committee recently held a meeting in Boston during which there was a METCO presentation.
- B. Special Education Subcommittee (SESC) - On May 11 there is a joint meeting schedule with SEPAC and the last subcommittee meeting of the school year is scheduled for Monday, May 15 at 8:00 AM.

VIII. Warrants

- A. Accounts Payable Warrant 23SE21; \$72,878.87
- B. Accounts Payable Warrant 23SE22; \$133,521.09
- C. Payroll Warrant 23PR21; \$466,647.15
- D. Payroll Warrant 23PR22; \$396,171.85

IX. Action Items

- I. Vote to support the proposed budget transfers as outlined in the FY23 Budget Update memo dated 4.6.23

A motion to support the proposed budget transfers as outlined in the FY23 Budget Update memo dated 4.6.23 was made by Ms. Patel and seconded by Ms. Comperchio. The motion passed unanimously; all members voted in favor (5-0-0).

X. Citizen's Comments – There were no comments.

XI. Adjournment

A motion to adjourn was made by Ms. Comperchio and was seconded by Ms. Patel. The motion passed unanimously (5-0-0) and the meeting adjourned at 9:48 PM.

Respectfully Submitted
Mary O'Regan
Assistant to the Superintendent
May 10, 2023

List of Documents Viewed and/or Reviewed:

CSC Meeting Minutes 4.10.23
School Committee Goals 22-23
Superintendent Goal Progress Report
Superintendent Evaluation Timeline
FY23 Budget Update Memo 4.6.23
March 2023 Case Update
Accounts Payable Warrant 23SE21; \$72,878.87
Accounts Payable Warrant 23SE22; \$133,521.09
Payroll Warrant 23PR21; \$466,647.15
Payroll Warrant 23PR22; \$396,171.85