

**SCHOOL COMMITTEE MEETING MINUTES  
MONDAY, MAY 22, 2023  
9:00 AM  
REMOTE MEETING WITH ZOOM ACCESS**

Present via Zoom – School Committee: Carrie Patel, Julie Viola, Brian Waterson, Sharon Whitt, Sara Wilson

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

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 5-22-23

Time: May 22, 2023 09:00 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://carlisle-k12-ma-us.zoom.us/j/82661361089?pwd=Yko1c1ZDTnR1UWJRNld6RE5tT0Y1UT09>

Meeting ID: 826 6136 1089

Passcode: 114612

**I. Call to Order**

Mr. O’Shea called the meeting to order at 9:00 AM and announced the meeting was being recorded.

**II. Committee Reorganization**

Mr. O’Shea stated that the first Carlisle School Committee (CSC) after the Town Election calls for Committee Reorganization and requested a motion to seat the School Committee Members. Ms. Patel moved to recognize Carrie Patel, Julie Viola, Brian Waterson, Sharon Whitt, and Sara Wilson as members of the CSC and Ms. Whitt seconded.

The motion passed with a roll call vote: Patel, aye; Viola, aye; Waterson, aye; Whitt, aye; Wilson, aye.

Ms. Patel made a motion to appoint Ms. Wilson as Chair of the CSC for the 2023-2024 year. Ms. Whitt seconded the motion.

The motion passed with a roll call vote: Patel, aye; Viola, aye; Waterson, aye; Whitt, aye; Wilson, aye.

Ms. Whitt made a motion to appoint Ms. Patel as Vice Chair of the CSC for the 2023-2024 year. Ms. Viola seconded the motion.

The motion passed with a roll call vote: Patel, aye; Viola, aye; Waterson, aye; Whitt, aye; Wilson, aye.

Ms. Wilson made a motion to appoint Ms. Patel and Ms. Whitt to the Concord-Carlisle Regional School Committee for the 2023-2024 year. Ms. Viola seconded the motion.

The motion passed with a roll call vote: Patel, aye; Viola, aye; Waterson, aye; Whitt, aye; Wilson, aye.

Ms. Patel made a motion to appoint Mr. O’Shea as Treasurer of the CSC for the 2023-2024 year. Mr. Waterson seconded the motion.

The motion passed with a roll call vote: Patel, aye; Viola, aye; Waterson, aye; Whitt, aye; Wilson, aye.

Ms. Patel made a motion to appoint Ms. O'Regan as Recording Secretary of the CSC for the 2023-2024 year. Ms. Whitt seconded the motion.

The motion passed with a roll call vote: Patel, aye; Viola, aye; Waterson, aye; Whitt, aye; Wilson, aye.

### **III. Exit Interviews**

Several staff members are leaving CPS this year for a variety of reasons. Mr. O'Shea stated that he believes Exit Interviews are a good idea and welcomed School Committee members to participate in the Exit Interview process. There was discussion regarding past practices for Exit Interviews and how the process might work moving forward. Mr. O'Shea indicated that he is comfortable with School Committee members conducting the interviews and providing feedback that would synthesize recurring themes. It was noted that the topic of Exit Interviews was brought up at the Candidate Forum held earlier in the month prior to elections. There was a suggestion to standardize the list of questions to be asked during the interviews.

Ms. Patel made a motion to create the Human Resource/Exit Interview Subcommittee and nominated Ms. Viola and Mr. Waterson to sit on the subcommittee. Ms. Whitt seconded the motion.

The motion passed with a roll call vote: Patel, aye; Viola, aye; Waterson, aye; Whitt, aye; Wilson, aye.

Ms. Whitt made a motion to add an agenda item of Public Comment to the meeting. The motion was seconded by Mr. Waterson.

The motion passed with a roll call vote: Patel, aye; Viola, aye; Waterson, aye; Whitt, aye; Wilson, aye.

### **Public Comments**

Cynthia Sorn, Carlisle, MA

### **IV. Adjournment**

A motion to adjourn the meeting was made by Ms. Whitt and seconded by Ms. Patel. The motion passed unanimously and the meeting adjourned at 9:19 AM.

Roll Call Vote: Patel, aye; Viola, aye; Waterson, aye; Whitt, aye; Wilson, aye.

Respectfully Submitted  
Mary O'Regan  
Assistant to the Superintendent  
May 22, 2023

List of Documents Viewed and/or Reviewed:  
Committee Reorganization