

**SCHOOL COMMITTEE MEETING MINUTES**  
**WEDNESDAY, FEBRUARY 8, 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; Mary O’Regan, Assistant to the Superintendent  
Present via Zoom – School Administration: Lori Bruce, Director of Student Services; Matt Mehler, Middle School Principal; Andy Paquette, Business Office; 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

Time: Feb 8, 2023 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://carlisle-k12-ma-us.zoom.us/j/85059963041?pwd=Z2JYTjIUNUF1MC83eHJ5OUUpWeW5Ydz09>

Meeting ID: 850 5996 3041

Passcode: 946567

**I. Call to Order**

Mr. Huntress called the meeting to order at 7:00 PM and announced the meeting was being recorded.

**II. Public Comments** - Jeremy Behrle, 47 Hart Farm Road, Carlisle, MA

**III. Review/Approve Minutes**

A motion was made by Ms. Comperchio to approve the minutes of the Carlisle School Committee meeting from January 11, 2023. The motion was seconded by Ms. Patel. The motion passed unanimously.

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

A motion was made by Ms. Wilson to approve the minutes of the Carlisle School Committee Policy Subcommittee meetings from December 6, 2022, January 17, 2023, and January 24, 2023. The motion was seconded by Ms. Whitt. 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. At the next meeting there will be discussion regarding a spring community event.
- B. Student Reports - Ziyao Ma was pleased to report that both the boys and girls basketball teams ended their seasons with winning records. The boys team was undefeated. The

Math Team is also at the top of their division. Their next meet is March 9. Rohan Danker noted that the 7th grade play is upcoming in March. School clubs have been active and the first Friday Night Live since the pandemic was held last week. Lily Bromley discussed activities related to the Multicultural Festival held in January. The Pride Club recently held a sale of handmade crafts. Student Council is planning upcoming pizza and bake sales and will donate funds raised to local charities. Students are busy with activities and academics prior to the school vacation. Grade 8 students will start course selection for high school in the next few days.

- C. CPS Health Curriculum - Meghan Laughlin, CPS Health Teacher, reviewed the Health Curriculum for Middle School grades 5 through 8, showing examples of student activities and work. References in the presentation were from the National Health Education Standards. Ms. Laughlin noted that curriculum is updated as needed and cited the inclusion of the negative impacts of vaping over the past few years. Due to the pandemic, there has not been much coordination of curriculum with Concord Middle Schools but Ms. Laughlin is open to connecting with her colleagues in Concord. When a question arose regarding teaching about internet safety, Mr. O'Shea noted that this area is not addressed in the health curriculum but in the instruction surrounding digital citizenship. The committee addressed an email received advocating for the teaching of internet safety for elementary students.
- D. FY23 Budget Status Update - Andy Paquette reviewed the budget update linked to the agenda and explained the changes reflect expenses over the past few months. Adjustments to specific line items have been made but there was no change to the bottom line. Mr. Paquette highlighted changes to the line items related to transportation, utilities and maintenance of the building. A vote by the school committee to move funds will take place closer to the end of the school year.
- E. Looking at Shifts in Current Literacy Practices - Mr. O'Shea stated that there are ongoing discussions regarding literacy practices in the district. The dialogue will continue during a March 1 meeting that will include community members. Adjustments will continue to be made to teaching practices, but it was noted that this is ongoing work. The committee will be provided an update later in the spring on this topic.
- F. Update on Capital Planning Process - Work has been done to create a streamlined list of capital projects which includes more accurate cost estimates. This list has been shared with the Town Administration and the Finance Committee. Discussion of the funding mechanisms for projects included a possible warrant article as well as ARPA funding.

The Committee allowed public comment from Julie Viola of 588 Bedford Road, Carlisle, MA.

- G. Telephone System Update - A vendor and product have been identified for school buildings as well as town buildings. An ARPA request for funding of the initial implementation of the system will be submitted in the near future. The hope is to schedule installation of the new system this summer.

The Committee agreed to address agenda items out of order.

- I. Policies for Review
  - a. A2 Nondiscrimination on the Basis of Disability

- b. A7 Safety Program
- c. B2 School Committee Ethics
- d. C1 Administrative Structure
- e. C2 Damage and Vandalism
- f. C3 Distribution of Information
- g. C7 School Visits
- h. C9 Wellness Policy
- i. E1 Communicable Diseases Policy
- j. E4 Medication Administration Policy
- k. E5 School Bus Policy
- l. E6 Athletic Concussion Policy
- m. F1 Buildings and Grounds Safety and Security
- n. F4 No Idling
- o. F7 Tobacco Products on School Premises Prohibited
- p. G3 Emergency Plans
- q. I8 Teaching about Drugs, Alcohol, Tobacco and Controlled Substances
- r. J2 Bullying Prevention
- s. J3 Prohibition of Hazing
- t. J6 Entrance Age
- u. J8 Physical Restraint Policy
- v. J11 Student Welfare
- w. J13 School Attendance
- x. J14 Student Discipline
- y. J16 Student Rights and Responsibilities
- z. J17 Students Transportation by Staff in Private Vehicles
- aa. L1 Pandemic Specific Policy
- bb. L3 Remote Learning Policy
- cc. L4 Remote Learning Addendum
- dd. A8.1 Non-Discrimination Policy Including Harassment and Retaliation
- ee. A8.2 Non-Discrimination Policy Including Definitions and Resources
- ff. J19 Student Dress
- gg. J20 School Choice
- hh. G5 Professional Staff Hiring
- ii. K3 Public Gifts to the Schools

The committee reviewed the list of policies and associated recommendations from the Policy Subcommittee. There was discussion surrounding policies L3 Remote Learning and L4 Remote Learning Addendum. There was a suggestion to incorporate the language from policy L4 Remote Learning Addendum to become an addendum to policy L3 Remote Learning. Policy L3 Remote Learning will be revised and brought to the committee for review at the March School Committee meeting.

H. Vocational School Interest - Work continues on a document capturing what the committee has learned regarding vocational schools and the plan is to present it for review at the March School Committee meeting. Dates for tours of local vocational/technical schools will be identified.

- V. Communications/Correspondence** – An email to the School Committee from a parent regarding adding internet safety to the curriculum at the elementary level was addressed previously in the meeting.

**VI. Superintendent's Update**

On January 25 there was an early release day. During the school day and following dismissal there was a Multicultural Festival held in the Corey Dining Room area. Mr. O'Shea gave a shout out to Marie-Laure Rivier and the DEICAC for the successful event. The hope is to make this an annual event. CPS staff took part in professional development during the afternoon of January 25. There were three workshops that staff cycled through - Weaving DEI into Lessons & Learning, Navigating Unconscious Bias, and Leading Inside and Outside the Classroom. Six CPS staff members are currently taking a Skillful Teaching Course through the organization Research for Better Teaching. A book study for interested staff is currently underway for the book Seeing Gender. The Calendar Committee has met and will bring a calendar forward for School Committee review in March. Collaboration of School and Town Facilities is continuing. The William Be Yourself Challenge (WBYC) is hosting a lecture on Thursday, February 9 with Dr. Kelly McGonigal titled Be Yourself Through Movement. The WBYC is providing a portion of the funding for the 7th Grade Challenge Day planned for March. The Facilities Department is finally fully staffed with the addition of custodian Rick O'Neill. Mr. O'Shea enjoyed working with Juliette and Christian Martuscelli who each had the opportunity to be "Superintendent for the Day" after winning Bingo. The CEF and PTO are working together to put on the "Monte Carlisle" fundraiser scheduled for April 28 at the Westford Regency.

**VII. Members'/Committee Reports as Needed**

- A. Policy Subcommittee - The subcommittee provided a list of policy recommendations that were reviewed previously in the meeting.
- B. Municipal Facilities Committee - The committee continues to meet on a regular basis.
- C. Regional School Committee - An FY24 budget was presented to the Concord Finance Committee. A presentation and deep dive into rankings was included in the last committee meeting. The 23-24 School Calendar was approved. CCHS is currently undergoing an overhaul of its daily schedule. There was a report on the recent Equity Audit done in the regional district. There is no expected increase in enrollment due to the new crisis housing put in place. Activities are scheduled for Black Excellence month in February.
- D. Special Education Subcommittee - The subcommittee met on January 18, 2023 with the SEPAC to discuss the podcast "Sold A Story." The next meeting is scheduled for Wednesday, February 15, 2023.
- E. Meeting of Local School Committee Chairs - Mr. Huntress attended a meeting of local school committee chairs and reported that he had some positive takeaways from the meeting. He will attend similar meetings in the coming weeks.

**VIII. Warrants**

- A. Accounts Payable Warrant 23SE15; \$163,510.31
- B. Accounts Payable Warrant 23SE16; \$52,052.35
- C. Payroll Warrant 23PR15; \$420,620.14
- D. Payroll Warrant 23PR16; \$806,720.12\*

*\*The total of \$806,720.12 included in Payroll Warrant 23PR16 includes both the school payroll and the town payroll. Reporting both of these numbers together on this warrant was the unexpected product of running the town payroll first. The school portion of this payroll warrant is \$425,090.99.*

**IX. Action Items**

- A. Vote to approve Overnight, Out of State Field Trip - Grade 6 Nature's Classroom Trip 9/26-9/29, 2023 Camp Cody, Freedom, NH  
A motion to approve the Grade 6 Nature's Classroom Trip 9/26-9/29, 2023 Camp Cody, Freedom, NH was made by Ms. Whitt 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 donation to Carlisle Public Schools Art program  
A motion to accept a donation to Carlisle Public Schools Art program was made by Ms. Wilson 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** - Cynthia Sorn, Rutland Street, Carlisle, MA

**XI. Adjournment**

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 9:49 PM.  
Roll Call Vote: Comperchio, aye; Huntress, aye; Patel, aye; Whitt, aye; Wilson, aye

Respectfully Submitted  
Mary O'Regan  
Assistant to the Superintendent  
February 8, 2023

List of Documents Viewed and/or Reviewed:

CSC Meeting Minutes 1.11.23  
Policy Subcommittee Minutes 12.6.22  
Policy Subcommittee Minutes 1.17.23  
Policy Subcommittee Minutes 1.24.23  
School Committee Goals 22-23  
CPS Health Curriculum Presentation  
FY23 Budget Status Update  
CSC Policies

- a. A2 Nondiscrimination on the Basis of Disability
- b. A7 Safety Program
- c. B2 School Committee Ethics
- d. C1 Administrative Structure
- e. C2 Damage and Vandalism
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[Email to the School Committee](#) regarding adding internet safety to the curriculum

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