

**Carlisle School Committee**  
Minutes  
Wednesday, February 24, 2021  
7:00 p.m.  
Carlisle School Cafeteria  
and Zoom Remote Access

Present– School Committee: Christine Lear - Chair, Amanda Comperchio, Eva Mostoufi, Sara Wilson

Present School Committee via Zoom: Jack Huntress

Present– School Administration: James O’Shea, Superintendent

Present – School Administration via Zoom: Dennet Sidell, Elementary School Principal; Lori Bruce, Director of Student Support Services; Matt Mehler, Middle School Principal; Dennet Sidell, Elementary Principal; Anne Mahan, Business Manager; Lori Bruce, Director of Student Support Services; Rob Fortado, Facilities Manager; Nancy Anderson, Assistant to the Superintendent.

In order to adhere to social distancing guidelines, 5 members of the public were allowed access to this meeting in the cafeteria at the Carlisle School. Per Governor Baker’s order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, members of the public who could not access this meeting in the cafeteria were able to access it via live stream at:

<https://carlisle-k12-ma-us.zoom.us/j/89594061870?pwd=T1Vyc3laMUJXT0pMODc5a3dSbXpXdz09>

Meeting ID: 895 9406 1870

Passcode: 122564

Public comments were posted via the chat box. Questions/Comments were read and answered by the School Committee via live stream.

### **I. Call to Order**

Ms. Lear called the meeting to order at 7:02 p.m. and stated that the meeting was being recorded.

### **II. Review/Approve Minutes**

- A. Meeting of February 3, 2021, Policy Subcommittee Meeting of February 3, 2021 and Policy Subcommittee meeting of February 12, 2021. Ms. Wilson made a motion to approve the minutes of February 3, 2021, the Policy Subcommittee minutes of February 3, 2021 and the Policy Subcommittee minutes of February 12, 2021; Ms. Mostoufi seconded the motion. There was no discussion. The following votes were taken in roll call: Comperchio, aye; Huntress, aye; Lear, aye; Mostoufi, aye; Wilson, aye.

### **III. Information/Discussion Items**

- A. FY22 School Budget Hearing. Ms. Wilson made a motion to open the FY22 Budget hearing, Ms. Mostoufi seconded the motion. The following votes were taken in roll call: Comperchio, aye; Huntress, aye; Lear, aye; Mostoufi, aye; Wilson, aye.

Mr. O'Shea stated that this has been a challenging year for budgeting and thanked everyone who was involved with the process including the faculty and staff, Scott Triola and David Model. He presented the budget, noting there have been several revisions. A budget was originally developed, reductions were made and that version was shared with the CSC and FinCom. That budget was a 7.84% increase from the previous level-funded year. There has been a \$235,000 reduction to that version. Cuts included one Special Education out of district placeholder for \$95,000, a reduction in supplies/curriculum of \$35,000, a facilities restructure of \$20,000 and additional offset from ESSER II funds of \$85,000. This budget is assuming a post-COVID environment, is aligned with the School mission and vision and CSC goals, considers enrollment numbers, keeps class sizes within guidelines, and fosters optimal learning conditions for all students. It also includes the salary increases of 2.25%, step/lane increases of 4.0+%, \$80,000 in technology costs that are no longer provided by Long Term Capital and no pre-pays. This results in a proposed FY22 School budget of \$12,189,300 that represents a 5.5% increase to FY21. Notable dates in the budget timeline include a March 17 CSC vote on the budget, March/April FinCom and Select Board deliberations and the June 5 annual Town Meeting. Mr. Huntress added that there have been three major revision processes to this budget and it represents a lot of work by a lot of people. Mr. O'Shea said this budget is level service for the School. Ms. Lear asked if anyone would like to speak in favor of the budget; there were no responses. She asked if anyone would like to speak in opposition to budget; there were no responses. She asked if anyone would like to speak neither for nor against the budget but wishes to offer other information; there were no responses. Ms. Lear thanked everyone who has worked to develop the budget. Having heard all of the comments, she asked for a motion to close the Budget Hearing. Ms. Wilson made a motion to close the Budget Hearing; Ms. Mostoufi seconded the motion. The following votes were taken in roll call: Comperchio, aye; Huntress, aye; Lear, aye; Mostoufi, aye; Wilson, aye.

- B. Student/Faculty Presentation. The emotional and behavioral health team, comprised of School Psychologists Katie Rupprecht, Jeff Hechenbleikner and Kim Reid, along with BCBA Bridget Fleming, has been working all year long to assess the needs of families and children. They sent a survey to families and are sharing the results of the survey this evening. Ms. Rupprecht works with students in grades PK-3 and provided some history on the survey. The team created this survey as a screening tool to identify students that may need additional support through the pandemic. Team members participate in consult meetings, informal meetings, team meetings, and parents also reach out to them. The survey is an additional way for the team to identify kids who may need support in this challenging time. Mr. Hechenbleikner works with students in grades 4-8. He said the survey was intended to be shared with parents in October, January and April. It asked parents to reflect and consider their child in the last 14 days, including factors such as the child's mood, engagement and motivation in activities and connecting with peers, sleeping and eating habits, social stresses, and participation in school. The team then calculates a score based on responses. The survey also asks parents to reach out if they want the team to follow up with any student. There are 3 data points to allow the team to access how students are functioning through the year. Ms. Fleming added that the survey asked about demographics, including grade level and teacher and was distributed to FCR students too. It asked parents to rank whether there has been a change, in behavior and

also asked if a child was receiving outside supports or if parents had reached out to child's teacher with any perceived issues. There was also a place for comments and asked if families would like someone from the school to contact them. Ms. Reid summarized that the social emotional health of our students is stable. Students were excited to come back to school, parents were excited to think about their child's transition back to school and families were grateful to hear there is support of students and families. Parents were surprised to see that they could request a meeting/conversation with a member of the emotional behavioral health team. The team collaborates and is able to support the children. The team is making itself visible to parents. Identified students are known to the team and appropriate supports are in place for them. Ms. Lear said she was glad to hear there were few surprises, and commended the process. Mr. Huntress added this ongoing tool is great and any benchmark data that can be shared is helpful; he asked if our students doing better because they are in school? Ms. Rupprecht hasn't received any data from other schools, but is aware that some of her colleagues are doing similar surveys. She realizes that Carlisle is one of a few schools that is in person. Mr. Hechenbleikner added that if the team continues to send this survey, we can check and compare data from year to year. He would expect Carlisle students would have fared better before the pandemic and during it as well, given the resources in the community. Mr. Huntress supported the practice moving forward. Ms. Wilson valued how much the parents welcomed this great resource. Ms. Mostoufi added it's amazing how much stability that our teachers and the school bring. We are grateful as a community. She asked how the FCR student data compared to the in-school student data. Ms. Reid answered that some students returned to school and experienced challenges, but appreciated the opportunity to be back, because being at home is challenging. Ms. Reid noted that the 8<sup>th</sup> grade transition process was done with FCR kids just like it was done with in-person students. Ms. Lear noted that we have never had a challenge like COVID. Mr. O'Shea said we are proud of our faculty and staff and the emotional behavioral health team. It is reassuring to families to know these people are here to support our students and families. Ms. Wilson asked if there was a way to survey kids to see if they feel their identity is valued. Mr. O'Shea voiced support of a survey to assess that topic. Mr. O'Shea thanked the social emotional health team for the great presentation.

- C. State and Local COVID Dashboard. Mr. O'Shea reported that there was one positive COVID case reported in School on Sunday with no close contacts. The Carlisle positive case count was 12 as of February 18. The State test positivity rate is 2.25%.
- D. School/Superintendent Update. Mr. O'Shea thanked Chief Sorrows and his team for continuing to coordinate testing for Carlisle. The School is moving forward with pool testing. A consent form will be sent to families and staff. Grades 2 and up will self-swab. We are looking to start testing as soon as possible; possibly with staff next week and with students the following week. Ms. Mostoufi shared that the State will cover the cost of pool testing through April 19. Bus transportation guidance was updated on February 11. Mr. O'Shea is scheduling a meeting with the Board of Health, the school nurse and a member of the CSC to develop a recommendation for Carlisle. Bus capacity may be expanded. Educators are still in phase 2 of the vaccine roll out. It is unclear when all educators will be vaccinated. The governor wants students back in school by April 1. Mr. Huntress voiced support of a letter from the CSC to state officials about the necessity to get teachers vaccinated as soon as possible. Mr. O'Shea continued with

more school news. Work on the facility occurred over school vacation. There are ongoing issues with chemicals in the water and the school remains on a bottled water order. There will be a Facilities Department and Custodial Services assessment with CORE America starting on February 26. A survey was sent to parents to see if FCR students want to return to in person learning. If enough students return it may affect the 6 feet distancing but the School will try to maximize the distance between students. Mr. O'Shea noted that FCR will not be an option in the 2021-2022 school year. The calendar committee met and drafted a calendar that was approved by the CTA and will be voted on at the next CSC meeting. Problems are occurring with the non-operational solar panels. They are not yet turned on so water is pouring down the canopies and ice flows off of the canopies. Read Across America is next week.

- E. EDCO Collaborative Update. EDCO filled a need for the school as it offered a lot of great programming. However at the EDCO Board of Directors meeting on February 10, the Board voted to dissolve the collaborative. They are in the process of identifying the extent of member liabilities. School Committees of member districts have to vote by March 31 to terminate EDCO collaborative by June 30, 2022. The School has shared the information with FinCom along with an estimate of liabilities for the District. Carlisle is responsible for an incurred debt of between \$80,000 and \$320,000. The CSC will vote on terminating EDCO Collaborative on March 17. Other votes to take place at that meeting will be the FY22 School Budget, the 2021-2022 School Calendar, and the policies.
- F. Non-Contractual Handbook. Mr. O'Shea summarized the changes that were made to this document that included updating names, updating holidays, a few changes in accountability and procedures, notice of supervisory action, and language changes.
- G. Policies. It was noted that the Policy Subcommittee did a lot of work reviewing the following policies, and the practice should be continued moving forward. These are the policies that have been reviewed by members, and the second reading of these policies will take place at the March 17 meeting, along with the vote.
  - 1. A1-School District Legal Status
  - 2. A6-Harassment (formerly Sexual Harassment)
  - 3. B1-School Committee By-Laws
  - 4. B3-Warrant Signature
  - 5. C6-School Council
  - 6. C8-Website Publication (formerly Web Page Publishing)
  - 7. E3-Life Threatening Allergy
  - 8. F2-Use of Cameras for Safety and Security
  - 9. F5-Pest Management
  - 10. F6-Public Access Defibrillation Program
  - 11. F8-Use of School Facilities
  - 12. F9-Use of School Playing Fields
  - 13. G2-Drug and Alcohol Free Workplace
  - 14. G4-Staff Conduct
  - 15. I1-Access to Digital Resources
  - 16. I2-Animals in School
  - 17. I3-Empowered Digital Use
  - 18. I6-Homework
  - 19. I7-Library Materials Selection (formerly Library Selection)

- 20. J1-Activity Fee
- 21. J5-Homeless Students
- 22. K2-Gifts to and Solicitations By Staff (formerly Gifts and Loans)

#### **IV. Members'/Committee Reports as Needed**

Special Ed Subcommittee: Ms. Comperchio reported that there will be a meeting of this committee on Friday morning at 7:30.

CCRS: Ms. Wilson reported that CCHS started pool testing for students. There is a 40% participation across Concord and Concord Carlisle; 500 high schoolers signed up for it. Teachers have been doing it for 3 weeks. Concord had its second look at the budget. Ms. Mostoufi reported that for the end of a persuasive writing unit, CCHS students wrote letters to the Town Manager, and a few of the Concord Select Board members. The students were trying to persuade them to add George Washington Dugan's name to the Civil War Monument in Concord Center. His name will be added to the monument.

Highland Building: Ms. Lear reported that nothing has been decided yet on the building's status. Members have received the updated superintendent evaluation information and form. Ms. Lear asked if members would like to include a section on COVID in the evaluation. If members have feedback, they will send it to Nancy Anderson. The superintendent evaluation form will be discussed at the next meeting.

#### **V. Communications/Correspondence**

There was no correspondence.

#### **VI. Warrants**

- A. Accounts Payable Warrant #5221; \$90,427.65
- B. Payroll Warrant #5021; \$394,102.45
- C. Payroll Warrant #5421; \$400,727.73
- D. Accounts Payable Warrant #5621; \$109,001.82

#### **VII. Action Items**

Vote Non-Contractual Handbook. Ms. Mostoufi made a motion to accept the Non-Contractual handbook as presented in the packet; Ms. Wilson seconded the motion. There was no discussion. The following votes were taken in roll call: Comperchio, aye; Huntress, aye; Lear, aye; Mostoufi, aye; Wilson, aye.

#### **VIII. Public Comments**

There were no public comments.

#### **IX. Adjourn Meeting**

Ms. Wilson made a motion to adjourn the meeting; Ms. Comperchio seconded the motion. There was no discussion. The following votes were taken in Roll Call: Comperchio, aye; Huntress, aye; Lear, aye; Mostoufi, aye; Wilson, aye. The public meeting was adjourned at 8:36 p.m.

Respectfully submitted,



Nancy Anderson  
Assistant to the Superintendent

List of Documents Viewed or Reviewed:

Draft Minutes of February 3, 2021  
Policy Subcommittee Minutes of February 3, 2021  
Policy Subcommittee Minutes of February 12, 2021  
Draft of Non-Contractual Handbook

Policies:

1. A1-School District Legal Status
2. A6-Harassment (formerly Sexual Harassment)
3. B1-School Committee By-Laws
4. B3-Warrant Signature
5. C6-School Council
6. C8-Website Publication (formerly Web Page Publishing)
7. E3-Life Threatening Allergy
8. F2-Use of Cameras for Safety and Security
9. F5-Pest Management
10. F6-Public Access Defibrillation Program
11. F8-Use of School Facilities
12. F9-Use of School Playing Fields
13. G2-Drug and Alcohol Free Workplace
14. G4-Staff Conduct
15. I1-Access to Digital Resources
16. I2-Animals in School
17. I3-Empowered Digital Use
18. I6-Homework
19. I7-Library Materials Selection (formerly Library Selection)
20. J1-Activity Fee
21. J5-Homeless Students
22. K2-Gifts to and Solicitations By Staff (formerly Gifts and Loans)

Warrants

Accounts Payable Warrant #5221; \$90,427.65  
Payroll Warrant #5021; \$394,102.45  
Payroll Warrant #5421; \$400,727.73  
Accounts Payable Warrant #5621; \$109,001.82