

**Carlisle School Committee**

Minutes

January 8, 2020

Carlisle School Community Room, Carlisle Schools, 83 School Street, Carlisle, MA 01741  
7:00 PM

Present – School Committee: Christine Lear - Chair, David Model, Sara Wilson, Shannon May Lavery.

Present – School Administration: James O’Shea, Superintendent; Matt Mehler, Principal; Lori Bruce, Director of Student Support Services; Nancy Anderson, Assistant to the Superintendent.

Meeting Documents:

Minutes of 12/11/19	Special Education Subcommittee Minutes of 11/26/19	Business Manager Hiring Process
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**I. Call to Order**

Chair Christine Lear called the meeting to order at 7:00 p.m.

**II. Public Comment Period**

Ms. Lear welcomed everyone to the meeting, and asked if any members of the public had comments. There were no comments.

**III. Review/Approve Minutes**

Ms. Lavery made a motion to approve the minutes of the meeting of December 11, 2019; Ms. Wilson seconded the motion. There was no discussion. All members present voted in favor of approving the minutes. Mr. Model made a motion to approve the Special Education Subcommittee minutes of November 26, 2019; Ms. Lavery seconded the motion. There was no discussion. All members present voted in favor of approving the minutes.

**IV. Information/Discussion Items**

- A. See Saw Presentation. Dr. Sidell presented. Grades K-4 wanted to find a way to communicate to parents what was happening in the classroom. Teachers piloted different programs and decided on See Saw. See Saw is a software tool. A teacher posts a video or audio clip and parents visit the site to view it. See Saw has the ability to record just voice or video and voice. The software is teacher, parent and child friendly. Parents can view multiple posts at one time on iPhones, iPads and desktops. Parents and children can watch posts more than once. Teachers are doing a minimum of 2 recordings of each child per year; reading, talking or learning. See Saw is a digital portfolio for grades K-4. Aria Niemierko, 3<sup>rd</sup> grade teacher, was one of first teachers to pilot See Saw. Parents can make comments on the posts; parents and teachers can have dialog. Teachers have to

approve comments before they are seen by other parents or students no nothing inappropriate ever gets posted. Teachers have been using See Saw for emails; for example, teachers can send a reminder to parents about a special event coming up. Teachers also use it for research projects and parents can ask more specific questions. See Saw gives parents starting points for conversations. It's easy and quick. Even first graders are making their own posts, and asking if they can send them home. It is noted that children can't send something on their own. Students see this an avenue to show parents what work they are doing. Every teacher in grades K-4 is using it. Ms. Lear asked if there are some parents that don't use it? Dr. Sidell answered that there is one family that owns one cell phone and this family prefers hard copies of student work be sent home. Mr. Model asked if See Saw can be used in middle school. Dr. Sidell answered that Schoology is used at those grade levels.

- B. Budget Update. Sue Pray reported that the School has spent almost 40% of the budget to date.
- C. Business Manager Hiring Process. Mr. O'Shea presented. The position has been posted for about a month and there are 7 applicants for the position. Mr. O'Shea, along with a School Committee member, will co-chair the Search Committee. He will aim to have the Search Committee consist of the Town Accountant, the Business Assistant, a member of the Finance Committee, other administrators and a teacher. A date will be scheduled next week to review the applications and identify candidates and dates for interviews, with goal of announcing a new Business Manager at the March School Committee meeting. Mr. Model volunteered to be the CSC representative.

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

The correspondence folder was circulated.

## **VI. Superintendent's Report**

Highlights of Superintendent Jim O'Shea's report included:

Fincom approved the School Budget guidelines, of the 2.9% increase. Thanks to Susan Pray, Sara Wilson, Dave Model, the Finance Committee, the principals and everyone who was involved in planning the budget.

A Long Term Capital Committee goal is to be a subcommittee of the Finance Committee and be responsible for budget items costing \$10,000-\$100,000. Examples from the School include the purchase of a Kubota tractor and installation of the 2<sup>nd</sup> half of the alarm system in the Corey building.

The first meeting of the Calendar Committee was held and the next meeting is later this month. Master Planning Committee is hosting a Town Leadership meeting on Thursday.

The Middle School Drama Club performed *I Never Saw Another Butterfly*; a great show.

On Friday, the PTO is bringing a Brazilian dance ensemble that will perform for the whole school.

There are multiple basketball games in the next few weeks.

The Visioning Committee will meet again on January 15.

Chorus and Band concerts will take place on January 16.

Special Ed Subcommittee meetings have taken place with the next one coming up on January 27.

The elevator will be usable soon.

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

Recreation Committee. Sara Wilson presented. \$20,000 has been approved to fund a study on Spalding Field that includes investigating the sinkholes, determining if sports should be played there, and if a turf field should be explored. They need a landscape architect to oversee the study. Last year the CSC wanted to be on a working group for this project; does the CSC still want that or is a liaison enough? There is talk about putting a fenced-in dog park in Banta Davis. A grant will be written, designs are then drawn up and the grant funds 80% of the project. In order to apply for the grant, the RecCom needs community buy in. The CSC wants to invite Drew McMorrow, chair, to one of our meetings to present the details on the dog park. Ms. Lavery voiced concern about liability. Ideally owners are responsible for their own dogs. There are also maintenance issues to consider. The third item is the Brick Building. Holly Mansfield wants a guarantee that it won't be taken away for her programs. She wants to make improvements to the building, but wants to make sure she will be guaranteed usage. Per Mr. O'Shea, Ms. Mansfield is working with Rob Fortado about installing new windows in the Brick Building. The school still has the kiln there and Rachel Levy uses it.

Visioning. Ms. Lavery presented. A few Town Committees will get together and participate in a School visioning activity. This will be scheduled in the next couple of weeks.

Regional School Committee: Mr. Model presented. This committee is very active. In a 4-3 vote the Committee approved \$850,000 to fund a parking lot at CCHS. Opposers said there are many traffic problems already. Proponents said juniors have no parking spaces. The Region is in the beginning of negotiations.

Special Education Subcommittee: Mr. Model presented. Lori Bruce reviewed her list of action items for the Special Education department. The first meeting was organizational, subsequent meetings are focusing on the report, and discussing visioning. More children are presenting with reading difficulties. Dr. Sidell concurred with this statement. Autism diagnoses have also grown. Mr. Model added that the School is more focused on identifying disabilities. Tools are available at younger grades and there is early intervention. Mr. Model added that Ms. Mostoufi is developing relationships with SEPACs in surrounding towns and discussing issues in Special Education. Mr. O'Shea added that all schools are trying to figure out the best way to identify and support all students, including those with literacy challenges. Dr. Sidell added that some university programs are moving toward special educators graduating with a special focus such as reading or executive functioning. Districts are looking at Professional Development for staff on these topics. The next Special Education Subcommittee meeting will be on January 22, 2020 at 7:30 a.m.

## **VIII. Warrants**

- A. Payroll Warrant #4420; \$378,265.38
- B. Accounts Payable Warrant #4620; \$50,624.80
- C. Payroll Warrant #4820; \$368,228.95

## **IX. Action Items**

There were no action items.

## **X. Citizens' Comments**

There were no citizens' comments.

## **XI. Adjourn Meeting**

Mr. Model made a motion to adjourn the meeting; Ms. Lavery seconded the motion. All members present voted in favor. The public meeting was adjourned at 8:16 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Nancy Anderson".

Nancy Anderson  
Assistant to the Superintendent