

**Carlisle School Committee
Minutes
October 11, 2017
Carlisle School Community Room
7:00 PM**

Present – School Committee: David Model - Chair, Melissa McMorrow, Mary Storrs, Josh Kablotsky, Christine Lear.

Present – School Administration: James O’Shea, Superintendent; Carrie Wilson, Principal; Will Verbits, Director of Student Support Services; Susan Pray, Business Manager; Nancy Anderson, Assistant to the Superintendent/Recording Secretary.

Meeting Documents:

Minutes from 9-13-17	Olweus Program	CPS Strategic Plan
District Goals	Budget Presentation	School Committee Goals
Technology Equipment Discard List	Acceptable Use Policy Version 1 and 2	Digital Use, Social Media, Internet Publication, Access to Digital Resources Proposed Policies
Policy on the Protection of Pupil Rights	Policy: Animals in School	Superintendent Goals

I. Call to Order

Chairman David Model called the meeting to order at 7:02 pm.

II. Public Comment Period

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

III. Review of Minutes

Mr. Kablotsky moved that we dispense with reading of the minutes. Ms. Storrs made a motion to approve the minutes of September 13, 2017; Mr. Kablotsky seconded the motion. All members present voted in favor of approving the minutes.

IV. Information/Discussion Items

- A. Olweus – Carrie Wilson provided an overview of the Olweus program, bullying prevention based on positive support. Students are “upstanders not bystanders”. There will be a parent night to share ways the school can partner with the towns on the basic Olweus concepts (e.g. we will not bully others, we will help students who are bullied, we will include students who are left out, if we know that somebody is being bullied, we will

tell an adult at school and at home). Data from surveys given to students in February 2017 report bullying issues on the bus and the playground, and steps are being taken to address these issues (examples: training recess monitors, installing a buddy bench on the plaza). Next data collection will reflect the steps already put in place.

- B. Strategic Plan/District Goals – Mr. O’Shea streamlined the plan, which now has three student-centered objectives. The previous objective about professional development has been encompassed into the three existing objectives.
- C. Budget Presentation – Every child has access to our curriculum through tiered support, Tiers I, II and III. There has been an increase in ELL students, up to 22 from 6 six years ago. Mr. O’Shea hears anecdotes from many students who enjoy school here, and many who do well in high school settings after they leave Carlisle. Accountability data supports the anecdotal information. The school is projecting a decrease in the number of class sections from 35 to 34 next year, with all sections staying within the self-imposed guidelines for class size. Two full-time aides service four Kindergarten classes this year, next year three part-time aides will cover three Kindergarten classes. The FY 2019 budget proposal is \$11,259,266. This represents is a 2.86% increase over FY18.
- D. School Committee Goals. Mr. Kablotsky would like to support the district to prepare for the future, as he proposed the question “Where do we hope to take the district in 5-10 years”? Mr. Kablotsky stated this is an opportunity to make things great in the long term. Mr. Model said our district goals speak to the future, but the Committee should always be mindful of the budget. The consensus was to refine the goals to look toward the future of Carlisle Public Schools. Mr. Model will collect feedback from Committee members.
- E. Technology Equipment Discard List. Susan Pray stated that the Carlisle Schools offers technology equipment to the Town, and makes efforts to sell it on Municibid (municipal auction site). Teachers on campus who work with disadvantaged school systems sometimes donate our old equipment to those schools. Old equipment constitutes, for example, an iPad that won’t work with new apps. Mr. Model asked to replace physical condition with operational condition, as it is a more accurate depiction of the equipment status. Per Mr. Model, the Committee will vote next month on the technology discard list.
- F. Policy Review
 - a. Acceptable Use – Ms. McMorrow feels our existing policy is disjointed, and referenced the Massachusetts Association of School Committees (MASC) versions, which are named Empowered Digital Use Policy and Access to Digital Resources. Ms. McMorrow felt these policies state the same things but are more comprehensive. Mr. O’Shea had updated the MASC policies to reflect CPS specific information. The procedure would be to vote to strike the one Acceptable Use policy and replace it with the two others. The Committee will work toward streamlining these two policies and vote on them at the next meeting.
 - b. The Protection of Pupil Rights – Ms. Storrs asked if “protected areas” have been updated? She will look to MASC for guidelines
 - c. Animals in School – no discussion.

V. Communications/Correspondence

The MASC newsletter was circulated.

VI. Superintendent's Report

Superintendent Jim O'Shea reported on several topics. Highlights included:

- Met with Andy Waugh of Murphy Hesse Toomey & Lehane, new counsel for the District
- Faculty/Staff Luncheon hosted by PTO
- CEF and PTO Grant deadlines are on Friday
- Elementary and Middle School Parent Nights
- Sue Robichaud is offering new menu items in October
- Clark Farm visits by students
- School Picture Day
- Bus Evacuation

VII. Members'/Committee Reports as Needed

- A. Regional School Committee: Ms. McMorrow reported that the Regional School Committee (RSC) would get a budget preview tomorrow, and present to Carlisle FinCom on November 6. On October 19, there is a 6-hour cultural proficiency training for the RSC. Ms. Storrs reported that there would be a first Campus Advisory Committee meeting, (Advisory Committee to the Regional School Committee). The initial focus is the landfill. It will be comprised of students, parents, teachers, community members, neighbors; the charge is to have a report by April to present to Regional School Committee.
- B. RSC Budget subcommittee: Performing a regional benchmark exercise; looking to compare Concord-Carlisle District to Dover-Sherborn, Manchester-Essex, and Lincoln-Sudbury.
- C. Facilities Committee – Mr. Kablotsky reported that there is a meeting later this month with architects to redo the Police station. The part time facilities director proposal will be presented to FinCom on Nov 6. It is still undecided whether there will be a full-time facilities director at school and part-time for the town. Looking at long-term model for facilities for the town, including the school. Long term capital needs meeting will be on 10/19 or 10/26. The FinCom requested that the School address long-term capital needs.

VIII. Action Items

The following items were reviewed:

- A. Vote District Goals. Ms. Storrs motioned to accept the District Goals, Ms. McMorrow seconded the motion. All members present voted in favor.
- B. Ms. Storrs made motion to approve Superintendent goals, Ms. McMorrow seconded the motion, all present voted in favor.

IX. Warrants

- A. Accounts Payable Warrant #1918; \$114,481.79
- B. Accounts Payable Warrant #1718; \$363,183.00
- C. Accounts Payable Warrant #2218; \$15,300.01

D. Accounts Payable Warrant #2018; \$367,045.67

X. Other Business

There was no other business.

XI. Citizen's Comments

There were no citizen's comments.

XIV. Adjourn Meeting

Ms. Storrs motion to adjourn the meeting, Ms. McMorrow seconded the motion, and all members present voted in favor. The public meeting was adjourned 8:58 p.m.

Respectfully submitted,

Nancy Anderson
Assistant to the Superintendent