

Carlisle School Committee

Minutes

December 12, 2018

Carlisle School Community Room, Carlisle Schools, 83 School Street, Carlisle, MA 01741

7:00 PM

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

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

Meeting Documents:

Minutes of November 14, 2018	Trails Committee - Banta Davis Trail Changes	Energy Task Force - Carlisle Municipal Solar Project
Bullying Prevention Policy	Policy on School Attendance	Policy Pertaining to a Qualified Individual with a Disability
Residency Policy		

I. Call to Order

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

II. Public Budget Hearing

Mr. Kablotsky moved to open the budget hearing, Ms. Storrs seconded the motion. The following votes were taken in roll call: Storrs, aye; Gambino, aye; Model, aye; Kablotsky, aye; Lear, aye.

Mr. O’Shea presented the school budget for the fiscal year 2020. He referenced the District Objectives:

1. Provide a rich, rigorous and relevant curriculum. The school’s elementary class sizes are within guidelines, research supports that class size is directly related to student achievement. There are diverse curricular offerings across the K-8 classes, including world languages, engineering, and library/media/coding.
2. Build a community of respect and inclusion in a safe and healthy learning environment. Mr. O’Shea noted multiple school programs that are in place that support students’ social and emotional growth, many of which are run by the school psychologists. There is a Board-Certified Behavior Analyst (BCBA) on staff to provide additional support to students. Our school-wide Olweus (anti-bullying) program continues.
3. Ensure equity and excellence in learning. The Carlisle School has a multi-tiered support service model, tailored to meeting individual needs of students. There is instruction in Tier I (supports all students), Tier II (can include additional instruction by math and

Literacy specialists), and Tier III (Special Education.) We also send some students Out of District (OOD) when a different placement best meets the needs of the students. Carlisle is one of the highest performing districts in the Commonwealth based on test results. Historical and projected enrollment statistics were discussed. This budget is a level service budget proposal, with 34 sections this year and next. There is a 3.79% increase over FY19 for a total of \$11,634,251. Per pupil spending is around \$20,000. Out of District (OOD) costs are significant.

Discussion followed. Mr. Kablotsky asked for the projected enrollment for the next 5-10 years. Mr. O'Shea will work to bring that information to the January meeting. The CSC met with the Finance Committee (FinCom) a few weeks ago about the budget. Ms. Storrs reported that Concord-Carlisle Regional School District voted a budget yesterday that was a 5.63% increase for the Carlisle share. Mr. Kablotsky noted that this is a significant impact to taxpayers in town. Nobody wished to speak in favor or against the budget, but a couple of people offered comments. Chair Model recognized Cheryl Hay, teacher, who asked, "how can you make a budget when there is not a current teacher's contract?" Mr. Model replied that an estimate was made. Camelia Rosca, Brook Street, asked if there was a secondary budget. Mr. Model clarified there is only one budget that is presented with the best estimate of future costs. Mr. Kablotsky added that when the Committee presents a budget, it works to get the support of Selectmen and FinCom, and there is negotiation involved in the process. The school presents what it takes to provide quality services to our students. David Ely, Rutland Street, commented that we need to maximize our investment in the School, it's critical to support our home values. He understands there are limited resources. Mr. Model added that people are welcome to attend the Fincom meeting on Monday night, write letters to Mosquito, go to meetings and advocate for the School, as we are all supporters of the School. Mr. Model asked for a motion to close the Public Budget Hearing. Mr. Kablotsky moved to close the hearing, Ms. Storrs seconded the motion. The following votes were taken in roll call: Storrs, aye; Gambino, aye; Model, aye; Kablotsky, aye; Lear, aye. The Public Budget Hearing was closed.

III. Public Comment Period

Mr. Model asked if any members of the public had comments. There were no comments.

IV. Review/Approve Minutes

Ms. Storrs made a motion to approve the minutes of the meeting of November 14, 2018. Ms. Gambino seconded the motion. All members present voted in favor of approving the minutes, with minor edits.

V. Information/Discussion Items

- A. Carlisle Education Foundation (CEF) Fall Grants. Susie Shaw, co-chair of CEF presented. The CEF received 6 grant proposals and committed to funding 4 grants. Rachel Levy and Courtney Longaker will attend the Art Educators convention in March of 2019 for \$1233.94. Kathi Macklis and other educators will receive funding for training in Wilson Reading in the amount of \$6094.00. Michaela Hardimon attended the

NAEYC (preschool) conference in November for \$1425.00. Meghan Cox will attend the Ron Clark Academy in July of 2019 for \$1254.00. The Board appreciates these training opportunities for teachers. Teachers will attend these trainings and return to school to share what they learned with their colleagues. Mr. Kablotsky asked how the funding for teacher training has been spent. Mr. O'Shea will gather this information. Mr. Kablotsky asked what the CSC acceptance of the grant implies to the School if the School is buying the kits to go along with the teacher training in Wilson reading? Susie Shaw asked the CSC to contact the CEF if paying for the kits becomes a hardship.

- B. Update on Performing Arts Studio. The CSC is satisfied that the CEF will fund this project and is not incurring any financial liability for the Town.
- C. The tribute to David Flannery was tabled, as Mr. Flannery was not in attendance. Mr. O'Shea introduced Rob Fortado, the new Facilities Director, and welcomed him to the community.
- D. Carlisle Recreation Committee/Council on Aging Community Center Proposal. David Freedman, David Kline, Peter Best, Holly Mansfield, and Linda Fantasia were all in attendance. Mr. Freedman spoke and said they are considering using Spalding Field as a possible site for a community center. The Moseley land on 338 Bedford Road is also an option for a site, but is a longer walk for students. The Recreation Committee has limited grant funding for a feasibility study, but doesn't want to spend money on a site that would be a "non-starter". Abacus, the company conducting the study, is comfortable looking at two sites. Mr. Model is concerned that Spalding is wet, and extensive engineering studies would be needed to prepare the site for a structure. It is, however, a prime location. Ms. Storrs added that there was talk years ago about putting a school there and the Mosquito called the land "marshland." So, should Abacus even bother looking at this site? One part of the feasibility study is the square footage of the proposed building. Mr. Kablotsky cited the advantages to having a community center close to the School, but he also said the School uses Spalding field for physical education classes and playing fields. Can we keep the same area of playing fields if a structure was built on Spalding? Ms. Heigl indicated that right now, the front of Spalding is usable for some sports, but other areas are considered unsafe. Ms. Gambino said that when students are signed up for after school programs, such as Carlisle Kids' House, they go by bus. If a structure was built on the Moseley land off Bedford Road, could they be transported there by bus? She added that right now, the PE classes need Spalding Field for classes, but also School teams, baseball fields, softball fields, town athletics CCYB, and CCYS all use it. The proximity to School makes it more important for School use. Holly Mansfield from the Recreation Commission said that RecCom holds classes in the Brick building after school, and she could expand such programs if there was a Community Center. David Freedman said that if the Town built a community center there, the back of Spalding would be still available for playing fields. It's several acres of land. Margaret Heigl, the School's Athletic Director, was recognized and added that there was a study done five years ago about the usage of the field. The School's PE and sports programs rely on Spalding Field, as do Town programs in both Carlisle and Concord. She suggested people review the previous study, which said in part that the entire field needs

to be ripped apart and redone in order to provide a safe playing surface. She likes the idea of a turf field. Ms. Gambino encouraged bringing this under the master planning process. David Freedman reiterated that the feasibility study will be done in the next 6 months, and asked if they should or should not move forward looking at Spalding Field as a site for the structure. David Kline added that it's a small amount of money for a study, and asked if the School needs all three acres of Spalding? The committee will be sent a copy of the study done five years ago by Gale Associates to gather more information.

- E. Carlisle Trails Committee – Changes to Banta-Davis Trail. Warren Spence, Carroll Drive, Trails Committee, presented. The Committee proposes moving 150 feet of the trail into the woods, so the entire trail is off of the playing fields. Ms. Gambino asked if the Trails Committee will do work, and it will. Mr. Kablotsky asked if there was any down side to this proposal and the answer was no. Mr. Model said the CSC will consider holding a hearing to invite the abutters to make sure they have no issues with this change.

- F. Carlisle Energy Task Force (CETF) Solar Project. Bob Clark, CETF and Solar project and Bill Risso, CETF were in attendance. Robert Jackson and a team from Ameresco (the 3rd party vendor) attended as well. Mr. Clark reported that the Solar Working group recommended Ameresco as the vendor because of its qualifications. They are proposing a canopy project for the School parking lot and the transfer station. It was determined that the solar ground mount was too environmentally impactful. There will be a representative from the CSC on the Solar Committee. Mr. Kablotsky asked if the contracts for the DPW and School canopy are separate. Mr. Clark said yes, but they have the same developer. Bob Clark cited the advantages to the project including covered parking, reduced sun and snow exposure, revenue to the School and the town. The canopies would be owned by Ameresco. Mr. Clark asked Ameresco representatives to attend tonight to answer questions. Mr. Kablotsky asked if this project includes paving? Robert Jackson of Ameresco answered that no it does not; the project assumes we use the existing site, but he will look at the paving. Ms. Storrs asked if Ameresco anticipates cutting down any trees, and the answer was no. Typically, there are drive through spaces in the parking area. Mr. Clark said they are looking for approval to move forward with the project, and for someone from CSC to be involved in negotiations and to be on the solar committee. Melynda Gambino was appointed to act as CSC representative on the solar negotiating committee. Mr. Jackson said the possible start date would be summer of 2019. Susan Pray asked if there will be a loss of parking spaces due to the structure. Mr. Jackson thought there would not be because compact cars would fit in spaces where poles are. David Freedman added that there would have to be an amendment to the by-laws to create a solar structure on School property.

- G. FY19 Budget Update – Susan Pray, gave an update on the current year budget. From July to now, about 33% of the budget has been spent. We are over budget with the Out of District budget but we anticipate coming back into budget when we receive Circuit Breaker funds. The overage in Facilities is because Rob Fortado, the new director, is shadowing David Flannery. In January, we will go out to bid for a new transportation contract.

H. Policies

- a. Discussion of Future Review Process. The list of policies the CSC has approved this year to date, as well as others up for review, was distributed. For the balance of the year, Jim, David and Nancy will pick policies for upcoming meetings. Starting in the fall of 2019, members will have a complete list of policies to be reviewed at the start of the year. Ms. Storrs mentioned that in the past, similar policies were reviewed at the same time.
- b. Anti-Bullying. Mr. O'Shea discussed MASC policy and our existing policy. Our newly proposed policy, based largely on the MASC policy, is aligned with state regulations. Policies should always be cross referenced. Ms. Gambino noted that the Intervention Plan (referenced in this policy) is on the website; Mr. O'Shea said it will be reviewed by SAC and then put before CSC for review. As a point of clarification, Detective Drew Corwin is our School Resource officer.
- c. School Attendance. Mr. O'Shea thinks it's prudent to adopt the MASC policy on attendance. Our present procedure is, if the School hasn't been notified in the case of a child absence on any given day, the parents are contacted. Minor edits will be made to this policy to reflect our practice.
- d. Non-Discrimination to a Qualified Individual with a Disability. The only change is that Concord should not be referenced.
- e. Residency. After consultation with the attorney, it was decided that the practice of allowing children of faculty members to attend the School would be added to this policy. Mr. Kablotsky asked if we have any faculty children in grade 3 or 4 next year and the answer is yes. Mr. Model said that CSC can still approve a teacher's request for his/her child to attend school in Carlisle.

VI. Communications/Correspondence

There was an email from Recreation Committee - would the committee approve the installation of an ice rink on Spalding Field? Mr. Kablotsky asked if there was another site for the rink. It has been at Kimball's in the past, but incurred damage there. Mr. O'Shea will talk to the RecCom and Mr. Fortado. The Committee authorized Mr. O'Shea to make the decision, noting he should get information on Town liability if there were any injuries. The Committee asked Mr. O'Shea to check the Town's insurance. There were also concerns expressed about potential damage to the grass, as these fields are used by students in Physical Education.

VII. Superintendent's Report

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

Multiple performances in recent days including band, duets concert, chorus, jazz and pop choir
First drama performance is Friday at 7 p.m.
The School is preparing for HVAC study
Begun transition to PowerSchool SIS
Curriculum enrichment programs

Calendar committee has met

Administration luncheon was held yesterday and mid-year retirees were recognized: Frances Ingram, David Flannery and Danny Flannery

VIII. Members'/Committee Reports as Needed

Regional School Committee. Ms. Storrs reported that the main topic was the budget. She shared the Concord School calendar. Mr. Kablotsky asked what Carlisle's percentage of allocation was, and how that's expected to change. Ms. Storrs answered that the Carlisle share is 25 percent now, and it's not expected to change.

Long term Capital Committee. Mr. Kablotsky reported that there are requests for a chipper and a bucket truck. He asked Sue Pray if the costs for the alarm system project at the School, along with the carpeting and ceiling tiles project, can be spread out over 2 years. Mr. Kablotsky wants concrete bids on projects. Sue Pray lets the town know when School projects are completed.

Municipal Facilities. Mr. Kablotsky reported that the Committee is working on hiring a part-time facilities manager. There is a final interview with a candidate on Thursday. An architect has been selected for the police station renovation.

Ms. Gambino reported that the Master Planning Advisory Committee has met. About 40 people attended the last meeting.

EDCO Collaborative. Mr. Model said the presenter was Wakefield Superintendent Doug Lyons, who spoke about best practices in Snow Day learning. He said to think about how kids learn outside of school, which they do in a lot of different ways. The Wakefield program is empowering students pre-K through 12 to make decisions themselves, and encouraging different ways of learning.

IX. Warrants

A. Accounts Payable Warrant #3819; \$20,651.66

B. Payroll Warrant #3619; \$372,263.43

Note: Two additional warrants were signed on December 10, 2018:

Payroll Warrant #3919; \$378,278.60 and Accounts Payable Warrant #4119; \$71,734.26

X. Action Items

A. Vote School Budget. Ms. Storrs made a motion to approve the FY2020 budget for \$11,634,251. Mr. Kablotsky seconded the motion. All members present voted in favor; the motion carried.

B. Vote Proposed Concert Band and Middle School Choir Trip. Ms. Storrs made a motion to accept the trip; Ms. Gambino seconded the motion. All members present voted in favor; the motion carried.

C. Vote Anti-Bullying Policy was tabled for future discussion.

D. Vote School Attendance Policy was tabled for future discussion.

E. Vote Amended Residency Policy. Mr. Kablotsky motioned to accept the amended Residency Policy; Ms. Gambino seconded the motion. All members present voted in favor; the motion carried.

XI. Citizen's Comments

Camelia Rosca, Brook Street, asked whether there is an impact analysis to include teachers' demands in the School budget. Mr. Model said the School takes our best analysis of upcoming expenses and uses best practice to formulate a budget. Mr. Model supports Mr. Kablotsky's statement about future analysis of enrollment data. The School population has decreased, but Carlisle still has an amazing school.

XIV. Adjourn Meeting

Adjourn to Executive Session pursuant to MGL Chapter 30A, Section 21(a) with no intent to return to open session for the following purposes:

Purpose 3, To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body; and

Purpose 7, To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements. Mass. Gen. Laws Ch. 39, 23B (1)-(7). G.L. c. 30A, sec. 22(g), consideration of release of executive session minutes from previous meetings.

Ms. Storrs made a motion to adjourn to executive session for the purposes listed above, with no intent to return to open session. Ms. Lear seconded the motion. The following votes were taken in Roll Call: Storrs, aye; Gambino, aye; Model, aye; Kablotsky, aye; Lear, aye.

The public meeting was adjourned at 9:38 p.m.

Respectfully submitted,

Nancy Anderson
Assistant to the Superintendent