

Carlisle School Committee
 Minutes
 December 13, 2017
 Carlisle School Community Room
 7:00 PM

Present – School Committee: David Model - Chair, Josh Kablotsky, Mary Storrs, Christine Lear. Melissa McMorrow arrived at 7:09 p.m.

Present – School Administration: James O’Shea, Superintendent; Dennet Sidell, Principal; Susan Pray, Business Manager; Nancy Anderson, Assistant to the Superintendent/Recording Secretary.

Meeting Documents:

Budget Hearing Presentation	Minutes from 11-8-17	PTO Grants
Middle School Principal Search	Policy on the Protection of Pupil Rights	Empowered Digital Use Policy
Access to Digital Resources Policy	Acceptable Use Policy	Animals In School Policy
Educational Surveys and Research Document		

I. Call to Order

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

II. Public Budget Hearing

Mr. O’Shea reviewed the FY 2019 Carlisle Public School Budget. Highlights included:

District Objectives:

1. Provide a rich, rigorous, and relevant curriculum. This includes: optimal class sizes which are directly related to student achievement; offering diverse curricular offerings K-8.
2. Build a community of respect and inclusion in a safe and healthy learning environment. This includes: social and emotional support for students through school psychologists, RISE, BCBA, social groups.
3. Ensure equity and excellence in learning. Carlisle has a multi tiered support service model. The ELL program has had a threefold increase in demand over the last 6 years.

The proposal: \$11,259,266; a 2.86% increase over FY 18.

Budget detail included a breakdown in the following costs: Administration, Regular Education, Special Education, Student Services/Other, Facilities; offset by grants, fees, Circuit Breaker.

There were no questions.

Ms. Storrs moved to close the Public Budget Hearing, Ms. McMorrow seconded the motion, all present voted in favor. The Public Budget Hearing was closed at 7:10 p.m.

III. Public Comment Period

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

IV. Review of Minutes

Ms. Lear made a motion to approve the minutes of the meeting of November 8, 2017. Ms. McMorro seconded the motion. Ms. McMorro, Ms. Lear and Mr. Model voted in favor of approving the minutes with minor changes as noted. Mr. Kablotsky and Ms. Storrs abstained.

V. Information/Discussion Items

A. Elementary Art Presentation: Rachel Levy, Visual Art Specialist. Ms. Levy circulated some ceramic mugs that her students created. Ms. Levy collaborates with Maya Bery, Library; Ginny Lamere, Engineering; and Nick Greenwood, Technology. This collaboration and sharing of ideas leads to developing many creative art projects for students, including the Zoo Habitat project in 1st grade. The 3-D printer in the engineering room is used for the City X project. Treehouse projects are done in 5th grade, where students use recycled materials with LED circuits. Grade 2 went to the Museum of Fine Arts where they viewed the Takashi Murakami exhibit. There's a Graphic novel project with 4th grade, inspired in part by Raul Gonzalez, graphic novelist. Six students were chosen to exhibit their work during Youth Art Month at the State Transportation Building in Boston earlier this year. Other art offerings include: Artsonia, online visual art portfolios for students in grades 2-5; STEAM Art Club in grades 1-5; and Middle school Art Studio in grades 6-8. Ms. Levy has a passion for students of all ages. Ms. Levy, in conjunction with Steve Tobin, works with the older students to create trail signs for trails in Carlisle. There will be Kindness rocks, funded by a PTO grant, where students paint rocks with an inspirational quote. The rocks will be publicly displayed.

B. PTO Grants: Carrie Patel presented. A total of 18 grants were submitted, and the PTO was able to contribute to 11. Seven were fully funded. Grants included funded reading support in elementary grades, Challenge Day in 7th grade, Math Night and Read Across America.

C. Joint Meeting with the Municipal Facilities Committee (MFC): Mr. Kablotsky, in his capacity as Chair of that Committee, called the meeting to order at 7:34 p.m. Bill Risso, John Lavery and Jerry Lerman, were in attendance. Steve Hinton and Nathan Brown were not present. Mr. Kablotsky reported that each department in Carlisle has always managed its own buildings. The committee has looked at what is needed structurally to all buildings in town, as well as facilities maintenance. The MFC does not have funds for a full-time facilities manager. The committee is exploring ways it can possibly share this position with the school. They are developing a 10-year plan with a mandate to cover all town buildings, and are gathering information on how to implement and execute the plan. The Carlisle School buildings are collectively 130,000 square feet, three quarters of the square footage of all town buildings. Mr. Kablotsky wants to establish a facilities department; in the longer term, it might make sense to merge with school and have a shared resource. For FY 2019, MFC wishes to propose a budget at Town Meeting that includes 15-20 small projects for police, fire, library, DPW and Town Hall. Mr. Kablotsky said the MFC needs a database of building maintenance/repair projects in town, how to prioritize those projects and get them done. MFC will put funding for a police station update on this list and it has budgeted \$60,000 for a project manager for all projects listed. Total MFC projects for next year amount to \$400,000. Mr. Risso wants to prioritize projects, and possibly have the current School Facilities Manager oversee and inspect the projects. MFC may

not need support for the manager. Mr. Model is concerned about the number of potential projects, complicated by David Flannery's retirement; it doesn't seem practical for David Flannery to take on full project management responsibilities for that many projects. Mr. Risso wants to use Dave Flannery's expertise to coach, guide and give feedback; and the MFC will oversee all projects. Ms. McMorrow stated the need to figure out allocation of costs, and management of town projects. Mr. Model recommended a next step might be to have David Flannery involved as an advisor, as he is familiar with all buildings in town. Mr. O'Shea supported a pilot program, which might start July 1 if town meeting supports the idea. David Flannery is retiring in June 2019. Mr. Model summarized that if CSC and MFC committees are moving toward joint management, the CSC needs an understanding of what MFC will ask for at Town Meeting. Per Mr. Kablotsky, the MFC has requisitioned a 0.2 of a person, and the position could be used to shadow David Flannery for the last three months of David's tenure at the School. Mr. Kablotsky said there is a joint search committee for a town wide facilities manager. Mr. Kablotsky will write up the proposal and send it to Mr. Model for school committee review. The proposal will include how the MFC will implement the 0.2 position if it gets funded. The scope of the job has to be defined, and it might grow over the years. Mr. Kablotsky made motion to close the MFC meeting, Mr. Risso seconded the motion, all present voted in favor. The MFC meeting was closed at 8:09 p.m.

Mary Storrs left the meeting at 8:09 p.m.

D. Joint Meeting with the Carlisle Energy Task Force (CATF): Bill Risso, Chair called the meeting began at 8:11p.m. Bob Clarke was also in attendance. The development of the Municipal Solar Project Goals was discussed. The goals are to provide positive cash flow, reduce Carlisle's carbon footprint, energy reduction, and provide solar opportunities for residents. There is a new Mass incentive program called SMART starting in mid-2018 that pays a fixed incentive for 20 years. Incentives are fixed at the time one enters the project. The town owns about 105 parcels of land, many with conservation restrictions, no access to power. Therefore, the CETF is considering a municipal solar project on School grounds. What works best is building over existing structures and not open land, such as on a building or over a parking lot. With a new structure, the savings in energy costs could be in the \$1500/year range. There is also a Solar Renewable Energy Credit (SREC) that goes to the town, and this could amount to \$2000/year. The CTF considered the existing roof structure, but there isn't a lot of roof capacity for solar. A good possibility for a structure is over the parking lot. The height would provide a 10-foot clearance. CETF plans to move forward with a proposal at Town Meeting. The proposed locations for consideration are the Carlisle School parking lot, the land between Spalding field and the School, a parcel south of the transfer station and a part of Banta Davis. However, the long-term plan includes a possible School building there. Next steps: The CETF will pursue the three options in co-ordination with the CSC, evaluate them, solicit town department and community feedback, present to developers for pricing and request for approval evaluation and selection in March 2018. Town approval would be at the May 2018 Town Meeting, followed by applications, design, board approval and construction in late 2018 or early 2019. Mr. Kablotky stated the timeline is aggressive. Ms. McMorrow stated the school supporting solar project sets a great example for students, yet feels the need for more specifics in order to make a good decision that is not rushed. All thought it was beneficial that the discussion was started. There are some restrictions on the Banta Davis land, but Mr. Kablotsky said land on

Banta Davis that is not buildable might be considered for a site. Initial preferred sites are the Carlisle School parking lot, or land that is not buildable on Banta Davis. The CETF meeting was closed 8:45 p.m.

E. Middle School Principal Search: The school has posted the Middle School Principal position. Ms. Lear would like to be a member of the search committee. The timeline is as follows: Deadline for applications is January 8, there is a Community Forum on January 9, interviews will be conducted on January 22 and 23, meet with finalists in February, identifying finalist at end of February, introduce candidate to CSC on March 14.

F. Policy on the Protection of Pupil Rights. Mike Gilbert sent a policy that has not yet been reviewed by the MASC, but was written by an attorney. CSC agreed to table the vote until next meeting.

VI. Communications/Correspondence

Jim circulated a thank you note from Stem Academy in Lowell.

VII. Superintendent's Report

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

- Interact Club Skyped with students in Afghanistan
- Mr. O'Shea is conducting joint observations with other administrators
- First ELL coffee was held on 11/14
- Olweus parent night on 11/14
- Ongoing conversations with Mark Spears, Peter Gambino and Margaret Heigl about Spalding field; it's unplayable and unsafe for softball, due to sinkholes, irrigation and drainage problems. Discussion on whether softball could be played on one of the baseball fields or on one of the Banta-Davis fields. The town maintains all fields.
- 12/5 Carlisle Youth Commission hosted Katie Greer, who gave a presentation on internet and social media safety to school children during the day and parents in the evening.
- League of Women Voters luncheon, Laurie Hunter and Jim O'Shea shared updates in education
- 4th grade concert, middle school concerts
- The release of Marcella Pixley's novel Ready to Fall
- Cafeteria Audit completed (done every three years; items that are assessed include menu, nutrition, cleanliness.)
- World language committee meeting
- Staff Appreciation Luncheon

VIII. Members'/Committee Reports as Needed

Regional School Committee: Ms. McMorrow reported that the RSC voted a 4.3% operating increase to both towns. Proposed cuts at the Region include: 1 teacher from every core, a school psych, and one FTE from performing arts, and an increase in the athletic fee. The RSC is trying to close a \$900,000 budget gap. Ms. Storrs is chairing the Campus Advisory Committee. There will be a walk through of CCHS on 12/19. Laurie Hunter is meeting regularly with Jim O'Shea. They are creating a strategic plan in Concord and have invited the Concord Town Manager, a Concord Selectman and a Concord FinCom rep to their meeting. Should a Carlisle person, possibly Mr. O'Shea, be invited? There will be four 3-½ hour meetings starting in February.

Long Term Capital Requirements Committee: Mr. Kablotsky reported that Long Term Capital Requirements Committee (LTCRC) has met with every department except Town Hall. LTCRC still has to meet with Facilities to close on its requests, which are sorted into four categories: Fund, defer, have more questions, or put into a facilities bucket to address. Mr. Model said that data needs to be collected, and alternatives need to be explored for the school HVAC funding, The school may or may not be able to get historical data. A study needs to be done.

EDCO Collaborative. Mr. Model reported on a meeting with Tom Scott, the Director of the MA Association of School Superintendents. The average tenure of a superintendent is five years; in an urban school it is 3 ½ years. Communication is the single largest contributor to extending the tenure. MASS offers new superintendents a mentoring program; Jim is still in the program. There is also a doctorate program offered for sitting superintendents.

IX. Action Items

The following items were reviewed:

A. Vote to Accept PTO Grants: Ms. Lear made a motion to accept PTO grants; Ms. McMorrow seconded the motion, all members present voted in favor. PTO will let CSC know when they have grants ready, so approval can be given in a more timely manner. Of note: The CSC has to approve any donation over \$50 to the school per state law.

B-D. Vote Empowered Digital Use, Access to Digital Resources, Delete Acceptable Use:

Ms. McMorrow made motion to delete the Acceptable Use policy, accept Empowered Digital Use and accept Access to Digital Resources. Ms. Lear seconded the motion. There was one minor change to Access to Digital Resources. Mr. O’Shea stated that the school has the option to put more modifications into place if needed. Mr. Kablotsky questioned the need for a policy, and Mr. O’Shea answered that it is helpful to have actions backed up by the policy. Mr. Model, Ms. Lear and Ms. McMorrow voted in favor of the motion; Mr. Kablotsky abstained. The motion carried.

E. Voting on the Protection of Pupil Rights will be postponed until January.

F. Vote on Animals in School: Mr. Kablotsky moved to accept the Animals in School policy, Ms. McMorrow seconded the motion, all present voted in favor.

X. Warrants

- A. Warrant #2918; \$376,093.22
- B. Warrant #3418; \$52,109.89
- C. Warrant #3118; \$79,063.04
- D. Warrant #3718; \$37,701.01
- E. Warrant #3518; \$370,486.97
- F. Warrant #3218; 364,696.35

Peterson Gas Bill; \$74.26

XI. Other Business

There was no other business.

XII. Citizen's Comments

Cynthia Sorn of Rutland Street thought that one of the sites for the new energy proposal (on the slope of hill between the school and Spalding field) might be a buildable lot. If so, should that space be reconsidered for solar panels? She questioned the budgeting process for Challenge Day. Mr. O'Shea stated that the school had to reallocate the budget for Challenge Day since grants only funded part of it. Ms. Sorn asked if teachers fund the rest of a proposal if it is not funded by grants? Mr. O'Shea said not necessarily; in some cases, if the project is not funded, the PTO goes back to the teachers, and some teachers come up with alternative proposals for partial funding.

XIII. Adjourn Meeting

Mr. Model made a motion to Adjourn to Executive Session, 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. McMorrow seconded the motion, and the vote was taken by roll call. The following votes were recorded:

Mr. Model: aye

Ms. McMorrow: aye

Ms. Kablotsky: aye

Ms. Lear: aye

Chair Model said that the School Committee would not be reconvening in open session.

The open session meeting was adjourned and the Committee entered into Executive Session at 9:52 p.m.

Respectfully submitted,

Nancy Anderson

Assistant to the Superintendent