

Carlisle School Committee
Minutes
April 11, 2018
Carlisle School Community Room
7:00 PM

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

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

Meeting Documents:

Minutes from 3/14/18	School Improvement Plan	Technology Discard List
Residency Policy	Background Checks Policy	Visitor Policy
Field Trip Policy	Out-of-State/Overnight Field Trip Policy	Non-Discrimination Policy

I. Call to Order

Chairman David Model called the meeting to order at 7:03pm.

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

Ms. Lear made a motion to approve the minutes of the meeting of March 14, 2018. Ms. McMorrow seconded the motion. All members present voted in favor of approving the minutes.

IV. Information/Discussion Items

A. Alternative Education Plans

Dr. Sidell presented. DESE has asked certain districts to pilot alternative education programs for school cancellations due to weather. Some districts that have plans in place are Wakefield (Learn Anywhere) and North Middlesex. Melrose and Burlington did pilot programs too. Programs are designed to have students complete tasks on their days off. Teachers must propose some work that is connected to their class. All students have a window of time to complete these tasks; in some towns, the students have a week and a half to complete a project, even if they go back to school during that time frame. Chelmsford, Lexington, Billerica, and Westford put plans in place to bring the last day of school back to June 22nd. Westford is going to school on

Saturdays; other districts are adding time to the school day. It is up to each School Committee to approve local programs, not DESE. Districts have not experienced pushback from the teachers or unions about these alternative ed programs. Mr. O'Shea reached out to DESE and was told school districts are interpreting the snow policy differently, and it is up to each School Committee to approve its local programs. Ms. McMorrow wondered how many of the snow days would be eligible for alternative education days. DESE's preference is to have districts complete 180 days of school or equivalent time, but schools can ask for a waiver. Mr. O'Shea said a good CPS summer project is to develop a well thought-out plan for snow days. The summer project results will be brought to the School committee in September.

B. School Improvement Plan

Ms. Wilson presented. Next year's plan will be presented in May. Highlights of this year's plan include:

- **Professional Development:** Administration will evaluate the offerings and develop a plan for next year.
- **Faculty Goals:** Evaluation Goals are due in May, looking at starting staff goal setting in the fall. Communication Survey: School Advisory Committee shared results with parents and CSC. Looking at putting action steps into School Improvement Plan for 18-19.
- **Literacy:** Looking at Tier II intervention work in middle school grades. A Leveled Literacy Intervention (LLI) program has been put in place; it helps raise reading levels in a short amount of time.
- **Curriculum information** is being adjusted in grades K-8. Child Study protocols are in place at the lower grades and are now beginning in grades 5-8. The Math Committee has an online document that will be presented by the end of the year. Social Studies Committee is working since there hasn't been a curriculum review in 12 years, and the State hasn't updated the standards since 2003.
- **Social competency:** CPS staff has addressed lots of these topics in classroom discussions. We are constantly looking for opportunities for our students to grow. A full community service day for 8th graders will be on May 20, as well as on each of the 3 last days in June. Challenge success group is still in touch; CPS has joined a consortium of Wellesley, Concord, and other communities. This is our 2nd full year of Olweus. Kids are sharing with their families and with teachers; teachers are taking a more active role.
- We are working toward a universal screening for math and literacy in grades 5-8 and examining how are we using data to improve our curriculum and instruction.
- English Learning services sparked a need for increased faculty in this area.
- The Youth Risk Survey is on the horizon for 2020.

C. Budget Update

At the end of March, we still have approximately \$22,000 unencumbered free cash. Everything else is accounted for. Our Circuit Breaker reimbursement offsets Out of District and/or transportation costs; we are receiving approximately \$141,000 this year.

D. Snow Day Update

The last day is June 27 (half-day).

E. Technology Discard List

Mr. O'Shea reported that the value of the last 24 desktops purchased in 2014 is decreasing. CPS will offer them to the town.

F. Municipal Facilities Committee Charter and Process with Regard to CPS Needs

Mr. Kablotsky reported that the Facilities Committee has met every couple of weeks for the last year and has formed a warrant article. FinCom wanted to know how the Facilities Committee charter would run. Fincom reviewed the charter and accepted it. The decision was made not to have schools covered in the first year. History is that in the 1960s the Selectmen formed a committee, including the school, but the school is not included now. The Selectmen wrote a new facilities committee charter, different from town by-laws. Ms. McMorrow feels the school must be on the list for a comprehensive look at the building and projects through facilities. Mr. Kablotsky said the school maintains its buildings well, has a plan to look at projects and maintain them, and the town has to catch up. Mr. Kablotsky's recommendation is that the School Committee meet with Facilities Committee next year about appropriating money for that study. HVAC study for school is an ongoing discussion. Ms. McMorrow asked if we should propose a capital request to FinCom, and Mr. Model said we had already made such a proposal to the Long-Term Capital Requirements Committee, which requested data on room temperatures to support the need for improved HVAC. Mr. O'Shea committed to have the CPS Facilities Department obtain that data this Spring.

G. Transportation Requirements for Students who select Vocational High School.

Next year we will have two students attending Minuteman Vocational HS, and one attending Nashoba Valley. The sending district is responsible for transportation of students to Vocational High Schools; this is confirmed by DESE. The cost for transportation is about \$30,000 per student. Alternative options should be explored including: paying parents to drive students, Uber, Lyft, or parents driving students to a common location. Ms. Lear will research an option she heard about on NPR about transporting students to school. COA has in its charter to transport children with disabilities and drivers are CORI checked. Mr. Kablotsky stated that the COA has extra vans; Mr. Model will pursue that possibility. Mr. Model pointed out that because we no longer a member of any vocational district, the Town is responsible for transporting students who opt out of the Concord-Carlisle region to the school of their choice.

H. Policies:

1. Residency: CPS had a legacy policy, and Attorney Waugh gave us an updated policy. Mr. Model is concerned that this new policy is too comprehensive. Mr. Kablotsky feels the divorce paragraph is too extensive. CSC members will review both policies to decide the content of the CPS policy.

2. Background Checks: Ms. McMorrow said this was our original CORI policy. After she looked at it, it encompasses DJIS policy and the CHRI policy. The CSC is proposing putting the three policies into one. She will investigate the CHRI piece (which is not in MASC policy). It's important to attach the acknowledgement form to the policy. Ms. McMorrow will add CHRI piece and give it to Andy Waugh to review.
3. School Visits: no discussion.

V. Communications/Correspondence

MASC communication was reviewed.

VI. Superintendent's Report

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

7th Grade play, Seussical, Jr., was a very entertaining production

CPS is investigating Student Information Systems – PowerSchool and Aspen

Substance Abuse Breakfast put on by Concord Carlisle Youth Services

Parent Program on Social Liability Law on April 24 at CCHS

Liz Gray and Nick Greenwood linked up with another class in Carlisle, PA; they have created book clubs and communicate with each other

Colonial Road Show in March

World Language Committee is looking into what program should look like in the future at CPS

Survey went out on Dining Room

Student Council hosted a Senior Tea

The Administrative team hosted a breakfast at the Sleeper Room for COA on April 4

CEF Auction – record-breaking attendance and money raised

PTO Book Fair going on right now

MICCA festival

MCAS has started

Math Night Tomorrow night

Softball opening day tomorrow

VII. Members'/Committee Reports as Needed

Ms. Lear is televising the CSC meeting tonight. There will be a link on the school website to view the meeting.

Regional School Committee: Ms. McMorrow attended Concord town meeting this past Monday where the regional budget passed with no questions. They did not move the million-dollar warrant to pave high school entrance roads and install lighting. The immediate concern is that there are no lights on the road between the Beede Center and CCHS.

VIII. Action Items

- A. Vote Field Trip Policy: The MASC field trip policy was amended slightly. Ms. McMorrow motioned to accept the amended policy; Ms. Lear seconded the motion. All members present voted in favor; the motion carried.
- B. Vote Out of State/Overnight Field Trip Policy: Ms. McMorrow made a motion to approve this policy; Mr. Kablotsky seconded the motion. All members present in favor; the motion carried.
- C. Vote Non-Discrimination Policy: Ms. McMorrow made a motion to approve this policy; Ms. Lear seconded. All members present voted in favor; the motion carried.
- D. Technology Discard List: Mr. Kablotsky moved to waive the regular practice of discussing an item and voting on it at the next meeting; Ms. McMorrow seconded the motion. All members present voted in favor. Mr. Kablotsky moved to send the Technology Discard List to the town with the understanding that the District will all possible steps to maximize the value of the equipment; Ms. McMorrow seconded the motion. All members present voted in favor; the motion passed.

IX. Warrants

- A. Payroll Warrant #6018; \$354,576.82
- B. Accounts Payable Warrant #6218; \$45,394.58
- C. Accounts Payable Warrant #6518; \$144,179.00

X. Other Business

There was no other business.

XI. Citizen's Comments

There were no citizen's comments.

XII. Adjourn to Executive Session pursuant to MGL Chapter 30A, Section 21(a) with no intent to return to open session:

Ms. McMorrow moved to adjourn to Executive Session with the following two purposes:

A. 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

B. 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 approval of executive session minutes from previous meetings.

Mr. Kablotsky seconded the motion. The following votes were taken in roll call:

Mcmorrow: aye; Model: aye; Kablotsky: aye; Lear: aye.

The public meeting was adjourned at 8:49 p.m.

Respectfully submitted,

Nancy Anderson
Assistant to the Superintendent