

Carlisle School Committee

Minutes

March 20, 2019

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

Present – School Committee: David Model - Chair, Josh Kablotsky (arrived 7:37 p.m.), Christine Lear, Melynda Gambino.

Present – School Administration: James O’Shea, Superintendent; Matt Mehler, Principal; Denet Sidell, Principal; Susan Pray, Business Manager; Nancy Anderson, Assistant to the Superintendent.

Meeting Documents:

Minutes of February 13, 2019	Master Plan Steering Committee Presentation	CPS Integrated Pest Management Plan
Zoning Bylaw Amendment due to proposed Solar Project	Policy Overview Document	Policy on Drug and Alcohol Free Workspace
MASC Drug Free Workplace Policy	Proposed Drug and Alcohol Free Workspace Policy	Drug and Alcohol Use By Students
MASC Alcohol, Tobacco and Drug Use	Drug, Alcohol, Tobacco and Nicotine Use by Students	Policy on Tobacco Products
MASC Tobacco Products on School Premises	Domestic Violence Leave Policy	Equal Opportunity Employment Statement
MASC Equal Employment Opportunity		

I. Call to Order

Chairman David Model called the meeting to order at 7:01 pm. He made the following opening remarks:

Thank you for coming tonight; I am glad to see such an active community engagement. I know there is a lot of interest in an important strategic initiative to explore new approaches to our middle school education. Jim and Matt will be presenting on this in a little while, and the School Committee will discuss the topic. At that point we will open the meeting for Public Comments, approximately one hour from now.

We are moving the Public Comments because we feel everyone should have the benefit of hearing from the School administration and the School Committee as context for further comments. As always, please identify yourself and your street address, direct your comments to the Chair, try to be succinct and not repeat previous comments.

Also, to ensure we set expectations, “School Committee meetings are held in public, but they are not public meetings in the sense of an interchange between the Committee and the public. Jim

and the administration have provided, and will continue to provide venues for those interchanges, and will have more to say about that in his presentation.

Finally, I want to repeat what I said last month, that we are all here today because we share the mission of providing the best learning experience for our children as we prepare them for 21st century adulthood.

Thank you for your participation tonight, and please consider volunteering more of your time to the Town and the School. Both depend on the efforts of its citizen volunteers to support the work of the paid professionals to continue to make Carlisle the special place it is.

It was noted that this meeting is being video recorded.

II. Review/Approve Minutes

Ms. Gambino made a motion to approve the minutes of the meeting of February 13, 2019; Ms. Lear seconded the motion. All members present voted in favor of approving the minutes with minor edits.

II. Information/Discussion Items (Part 1)

- A. Spalding Field Update. Jim O'Shea presented. At the last CSC meeting, Mr. O'Shea was asked to do some research on the pesticide use on Spalding Field. He reported that the last time a pesticide plan was updated at the school was 2002. Rob Fortado, Supervisor of Buildings and Grounds is putting together a new plan. The RecCom is proposing a new pesticide proposal that could be used at Spalding Field.

- B. Solar Project Update. Ms. Gambino presented the updated articles that will be proposed at Town Meeting. Article 27 states the Solar Zoning Bylaw needs to be amended to include the school property, but the hill leading to Spalding Field as well as Spalding Field itself are excluded. The maximum height of the structures was specified. If town or school owns abutting property, the 40-foot setback is waived. Lease agreements with Ameresco are currently being drafted. Town Meeting is April 29. The CSC can vote on this at the April meeting or hold a special meeting to vote. Ms. Gambino said they had asked Ameresco if they would consider providing an upfront payment of funds from the solar grant program and they gave us two proposals. There is one proposal for an upfront payment of \$191,555 or an annual payment of \$22,500 over 20 years. FinCom thinks the latter is a better option. Mr. Model deferred to Fincom to work the numbers. Ms. Gambino will let the Solar Lease negotiating committee know that the CSC prefers the 20-year option. All money from lease agreements will go into the Town General Fund, possibly earmarking it for future energy projects or a stabilization fund for capital projects. The paving project set forth in Article 28 will only be presented if the solar article goes forward. There is going to be a public information session on the Solar Project on April 2 at Town Hall. Ms. Lear suggested that this meeting be recorded. Ms. Gambino will come with more information for a CSC vote in April.

- C. Master Planning Committee. Janne Corneil, Chair of the Master Plan Steering Committee, presented. The MPSC is a 7-person committee formed by the Planning Board. Members are working on marketing a communication plan for the town and have hosted information sessions; there is one next week on demographic trends. There was a climate change presentation by teenagers. Why do we need a master plan? Some surrounding towns have come up with master plans so they can move forward with a shared set of goals. The overarching aim is to sustain Carlisle as a welcoming, great place to live. The purposes of the master plan include creating a shared vision, having a clear road map to prioritize community needs, having an integrated approach including understanding trade-offs, and needing to be comprehensive. There is a 7-member Steering Committee and a 40 member Advisory Committee, including members as young as age 14. There are four guiding principles, including an action oriented approach, community engagement, measure success and integrated planning. The Committee has reviewed recurring themes which include conservation and recreation, creating community, revenue generating opportunities and walkability. This current plan is more action oriented than the previous plan 23 years ago. The Committee is requesting \$135,000 to pay for a consultant on master planning; Planning Board wanted 25% added for supplemental additional costs, bringing the proposed warrant article to \$160,000. There is more information on the website www.carlisleplan.org Ms. Corneil is hoping for support from all committees. The CSC will vote on this in April. Mr. Kablotsky asked the process for how conflicts for making a vision for the town are resolved. Ms. Corneil answered that the hope is the initial phase of the project is listening, hearing and understanding the different perspectives. Her belief is that the consultant will gather all the facts, lay out all the issues on a topic with tradeoffs, so the Committee has info it needs to make decisions. It's a consensus building process; looking at alternatives, having different conversations, considering social and economic and environmental perspectives. Communities are diverse. Process is a community dialog, consultant will organize several public meetings, there will be multiple forms of engagement. The consultant will help put together how plans will be presented. Even controversial issues can be worked out by a majority. We are the consultant's client. There has to be an objective outside voice. Ms. Gambino thanked Ms. Corneil and the Steering Committee for her expertise and planning. Mr. Model noted that there are other big projects that require big expenses, there has to be some overarching prioritizing of these needs. Ms. Corneil said that is definitely part of the process. With rising tax rates, it's necessary to think creatively about finding new revenue streams. The next meeting of the Master Plan Steering Committee will be about Carlisle Trends. It will be held on March 27 at 6:30 in the Community Room.
- D. Restructuring. Mr. O'Shea presented. Carlisle is a leader in PK-8 education. At the beginning of the school year, the CSC and Mr. O'Shea set a goal for exploring restructuring at the middle school level. The process included conversations with different individuals and comprehensive research. Dr. Mehler contacted other schools, and documented practices from comparable districts. He did a comparative analysis of middle school models, structures and scheduling attributes. Dr. Mehler

reported that there are many different models, and the dominant model has grade level teams. The issue of middle school structure is more complicated than we initially thought. The Carlisle middle school model has been successful, and we don't want to change for the sake of change. Mr. O'Shea stated that what we do, and what we should continue to do, is to look at the trends and always make sure we are on the cutting edge of innovative education. We are only going to make changes if change will improve the education of our children. Right now, we will not make any changes to grades 6-8. The current model will be maintained for now. Mr. O'Shea acknowledged that there are great things happening at school. We also want to keep this conversation going. We will form a committee to look at the vision of our district for the next 10 years and come to the CSC with recommendations. Ms. Lear thanked Dr. Mehler for all his research and is happy that the conversation will continue. Mr. Kablotsky stated that factors will come about that will drive changes to the school, we should be prepared for and understand these changes. The focus should be on ideas for improvement. Research shows the benefits of increased time for students in classrooms; do we have opportunities to improve education by students being in class for longer periods of time? We want to be driven by best educational practices not finance. What is best for students? Mr. O'Shea agrees. Can we use research on other districts to improve our district? Ms. Gambino said that it's important to identify what we are doing well. She noted that there is a possible threat to our model if the enrollment trends continue. The School is one of the major assets we have in Carlisle and we need to be ready for population changes. Pedagogy leads structure. Ms. Gambino posed using the School Advisory Council as a starting place. Mr. Model said there is a lot of research, big decisions to make, it's important to investigate academic resources. Mr. O'Shea said site visits might be done. Distressed school districts are forced to change, may look in unconventional areas for innovations and ideas. Mr. O'Shea said that Carlisle has had the dyad model in 5th grade for years. With the retirement of one fifth grade teacher we are looking to go to a triad model for 2019-2020. There will be 2 informational meetings for parents about this topic.

IV. Public Comments

Kathy MacDonald, Nowell Farm Road, mom of one student in high school and 3 in Carlisle. She applauds the conversation. She thanked all the teachers. Addressing the teachers, she said that parents support you as teachers and we are grateful you are here. She also thanked the CSC. She pointed out there were merits to the vision, vision should be for whole school, how you put together this mini school master plan committee.

Camelia Rosca, Brook Street, echoed that Carlisle has amazing teachers. She added that what we do is ahead educationally. We hope we find ways to support the teachers who support our children.

Liz Gray, teacher, representing teachers said that asking us to do more without a contract really hurts.

Vanessa Moroney, Bedford Road asked where is the wellwater source for the school, will pesticides be tested before and after has contacted RecCom and Board of Health, has not gotten answers, wants to know what other schools have done for pesticides. Mr. O'Shea will ask Rob Fortado and get back to her.

Carrie Patel, Tophet Road, asked if the 5th grade triad is just for next year, and how it would cover math and science. Mr. O'Shea said he would address that that at the meetings next week.

Amy Smack, Red Pine Drive, said Dr. Mehler has done a lot of research, he has presented a schedule that will be something of educational value to our middle school. We have an opportunity to explore that. Dr. Mehler said we are an outstanding middle school with excellent teachers. He would like to see more choices for students, and ways we can continue to grow.

Ms. Gambino would like to invite people to come and continue to be part of the conversation.

V. Information/Discussion Items (Part 2)

A. Policy Subcommittee. Mr. O'Shea presented. He stated that the policy revision process is long, and asked if it would be a good idea to create a subcommittee for policy review. We could generate and draft policies and bring them to CSC. Mr. Kablotsky thinks the time spent on policy review is only about 10%, Mr. O'Shea thought it was closer to 25%. Mr. Kablotsky didn't support the creation of a subcommittee and didn't think it would save much time. The thought was to form the subcommittee in May and pilot it next year. It was agreed that the policies should be grouped for discussion and voting purposes. Ms. Gambino questioned if there should be a separate meeting on just policies? At the region, there is not a lot of time spent on policies. Mr. Model said the subcommittee plan was worth a try.

B. Policy Review

a. Drug and Alcohol-Free Workplace. Should there be an employee handbook? Currently Human Resources postings are in the business office. Teachers have to sign off on policies at the beginning of every school year. Ms. Gambino made a motion to accept the revision with notification and specification of state law but withdrew her motion. Mr. O'Shea will look into the Drug Free Workplace Act of 1988 and review our policy with counsel.

b. Drug, Alcohol, Tobacco and Nicotine Use by Students. A new version of this policy was proposed that includes vaping. Minor edits will be made. Mr. Kablotsky moved to accept the policy as amended; Ms. Gambino seconded the motion. All members present voted in favor.

c. Tobacco Products. Mr. O'Shea will talk to counsel about this policy.

d. Domestic Violence Leave. Mr. Kablotsky moved to accept this policy with minor edits; Ms. Lear seconded the motion. All members present voted in favor.

e. Equal Opportunity Employment Statement. Mr. Kablotsky moved to accept this policy with minor edits; Ms. Lear seconded the motion. All members present voted in favor.

VI. Communications/Correspondence

VII. Superintendent's Report

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

- Nanette Johnson retired, we appreciate all the work she did, we are looking to fill the technology assistant position
- PowerSchool Implementation and Training is ongoing
- Technology Committee is looking at a new template for the website, that will work better on mobile devices
- Ms. Pray closed bus contract, originally came in at 14% increase, and was negotiated to the 1st year at 8%, second year at 2.5%, and the 3d year 2.5% which works out to \$350 per day per bus. We have option to extend years 4 and 5 which is written into the contract. Increases reflect the cost of salaries and benefits for drivers, and bus cost. Ms. Pray sent out 13 bids. The only two companies to bid were Bedford Charter and one person who sells busses. Bus companies won't bid against each other. Bus companies bid per route. Mr. Kablotsky questioned how the School manages this increase? Ms. Pray said she factored in a 10% increase in the budget. Mr. Kablotsky questioned if the School could sign up for a one-year contract. Mr. Model said he would discuss the matter further with Ms. Pray
- March 4 implemented Husky Home Day – put surveys out to faculty, 87% found it a better option than a snow day, 66% parents said it was preferable to a snow day and added day at the end of the year (266 separate responses) 177 students, 85% saw it as a better option 5-8th graders; the vast majority of classes had 85% school work completion
- Report cards coming Friday
- MCAS assessments start April 1
- Shakespeare and Company was here
- Read Across America, thanks to readers
- 7th grade play was fabulous, thanks to everyone
- 7th grade Challenge Day this past Monday
- Band and Chorus Concert last night, then at Mechanics Hall next week
- Early Act – veterans appreciation luncheon tomorrow
- Student Services Director will not be returning next year; timeline for people serving on interview committee, 2 committee members will hire, DM and MG, Jim will share timeline

VIII. Members'/Committee Reports

Municipal Facilities: Mr. Kablotsky reported that there is a warrant article for the Police Station renovation.

Regional School Committee: Ms. Lear reported that the RSC is looking to set up an information session for Carlisle on the paving project at CCHS.

IX. Warrants

- A. Payroll Warrant #5419; \$382,534.00
 - B. Payroll Warrant #5419; \$382,534.00
 - C. Payroll Warrant #5919; \$357,694.18
 - D. Accounts Payable Warrant #6119; 206,626.84
- Additional Warrants were signed on March 19:
Payroll Warrant #6219; \$381,566.12
Accounts Payable Warrant #6419; \$44,170.42

IX. Action Items

- A. Vote Teacher's Child to Attend Kindergarten in 2019-2020. Ms. Gambino made a motion to allow Meghan Cox's child attend Kindergarten in the 2019-2020 school year; Mr. Kablotsky seconded the motion. All members present voted in favor; the motion passed.

X. Citizens' Comments

Carol Yelle, Cross Street, voiced concern over lack of consistency for the role of Student Support Service Director. The current director has left after 3 years, as did the previous director. There is a need to look at special education services and this is a good time to review special education at the school. There is a Coordinated Program Review of Special Education coming up in 2021. Cynthia Sorn, Rutland Road, pointed out that the previous director did a review of special ed services. Mr. Model agreed that this was an important thing to do. Mr. Kablotsky felt that it is important not to rush on the hiring and questioned if the current special education model the best model. Currently, the director chairs every IEP meeting. There was discussion over whether the CSC can designate Jim to do the interview. Cynthia Sorn added that the Department of Elementary and Secondary Education (DESE) states that School Committees are not required to do the hiring, and the DESE suggests the Superintendent hire. The CSC will meet again this coming Wednesday morning at 8:30 a.m. to further discuss this topic.

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

Purpose 2, To conduct contract negotiations with non-union personnel

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 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. Gambino made a motion to adjourn to Executive Session for the purposes listed above; Mr. Kablotsky seconded the motion.

The following votes were taken in roll call: Gambino, aye; Model, aye; Lear, aye; Kablotsky, aye.

The public meeting was adjourned at 10:25 pm.

Respectfully submitted,

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

Nancy Anderson
Assistant to the Superintendent