

**SCHOOL COMMITTEE MEETING  
MINUTES  
WEDNESDAY, AUGUST 18, 2021  
9:00 AM  
CARLISLE SCHOOL LIBRARY  
AND ZOOM REMOTE ACCESS**

Present – School Committee: Jack Huntress, Eva Mostoufi, Carrie Patel, Sara Wilson  
Present – School Committee via Zoom: Amanda Comperchio  
Present – School Administration: James O’Shea, Superintendent; Lori Bruce, Director of Student Support Services; Matt Mehler, Middle School Principal; Mary O’Regan, Assistant to the Superintendent  
Present – School Administration via Zoom: Dennet Sidell, Elementary Principal; Lauren Sawyer, School Nurse

In order to adhere to social distancing guidelines, members of the public will be allowed access to this meeting in the library at the Carlisle School. Per Governor Baker’s order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, members of the public who cannot access this meeting in the cafeteria can access it via live stream at:

Topic: School Committee 8-18-21  
Time: Aug 18, 2021 09:00 AM Eastern Time (US and Canada)

Join Zoom Meeting  
<https://carlisle-k12-ma-us.zoom.us/j/83128711122?pwd=UG9BQk4vV3pjK1lzYmJNM3JseVBqQT09>

Meeting ID: 831 2871 1122  
Passcode: 247606

**I. Call to Order**

Mr. Huntress called the meeting to order at 9:02 AM and announced that the meeting was being recorded.

**II. Review/Approve Minutes**

- A. [School Committee Meeting minutes of 7.21.21](#)
- B. [School Committee Meeting minutes of 8.4.21](#)

Ms. Comperchio made a motion to approve the minutes of the July 21, 2021 and August 4, 2021 School Committee Meetings. Ms. Wilson seconded the motion. The motion passed with a roll call vote: Comperchio, aye; Huntress, aye; Mostoufi, aye; Patel, aye; Wilson, aye.

**III. Information/Discussion Items**

- A. Introduction of The Management Solution – Business Manager Anne Mahan gave her notice last spring. As we have not found a qualified candidate to fill the position to date, the consulting firm of The Management Solution (TMS) has been hired to support the Business Office. Andy Paquette of The Management Solution was introduced. Mr. Paquette will be the primary contact for TMS but also has a team working with him. TMS staff will be onsite one day a week, but reachable any time. It was noted that Ms. Mahan has been helpful with the transition.

- B. [2021-2022 Enrollment Update](#) – The enrollment figures as of 8.17.21 were reviewed. The incoming Kindergarten class is large. Other class levels remain in the same range they have been in over the past few years.
- C. Update on Consolidation of Facilities and IT Department – At the town level there have been ongoing conversations regarding the consolidation of the Facilities Department and the IT Department. This raised some concerns as the school IT Department may be able to provide some leadership and guidance but does not have the time to take on new items and projects. The consolidation of the Facilities Departments is planned to take place prior to the IT Department consolidation and this process will take time. There are potential challenges and benefits to the consolidations. The school has IT systems in place and if those can be shared and supported it would be beneficial but the logistics would need to be worked out.
- D. 2021-2022 School Reopening – Mr. O’Shea began the discussion by explaining that we are not in the same place we were in one year ago. The school will open on time, learning will take place in-person, and buses will run. Staff will return to the building on 8.30.21 and students on 9.1.21. At that time there will be COVID-19 mitigation strategies in place such as hand sanitization, improving air quality through ventilation and air purification, as well as stressing the importance of staying home if you are not feeling well or demonstrating any COVID-19 symptoms. Buses will run at capacity with the windows opened and everyone, students and drivers, masked. Classes will distance as much as possible. Lunchroom set-up will not be traditional as there will be smaller tables with two students per table all facing in the same direction with assigned seating. The state has left policies regarding face coverings up to the local authorities. The school committee has heard from many parents with varying opinions. DESE and the Massachusetts Department of Public Health (DPH) came out with recommendations strongly recommending masking in schools. Mr. O’Shea posed the question of whether Carlisle should meet or exceed these recommendations. He went on to explain that we have not received the guidance or framework from the state that we would like on the issue of masking. There was a review of a multi-tiered level approach to masking. Mr. O’Shea is proposing that masks be required for all students, faculty, and staff at the start of the school year when indoors. It was also pointed out that if universal indoor masking is adopted, we would need to identify metrics to use to determine when changes should be made as there is a need for “Off Ramps.” Mr. Huntress reviewed the COVID-19 dashboard results from the past 18 months. Concerns over the number of vaccinated people testing positive were discussed at the regional school committee meeting recently. As Carlisle has a mixed aged building, many of our students can not be vaccinated because of their age. Over the past school year frameworks were adopted to manage and lower the risks of contracting COVID-19, but they were also changing constantly in attempts to be as least restrictive as possible. Policies created last year, as well as those that will be put in place this year, would be with a goal to keep students in school. It was noted that a universal masking policy would be more equitable. Mr. O’Shea would like to update the masking policy and have it in place through 9.17.21 so expectations can be communicated to students and families. If the policy is in place through 9.17.21 it can be revisited at the 9.15.21 school committee meeting if necessary.

Ms. Wilson made a motion to move agenda item VII C, Subcommittee Appointments, up on the agenda. Ms. Mostoufi seconded the motion. The motion passed with a roll call vote: Comperchio, aye; Huntress, aye; Mostoufi, aye; Patel, aye; Wilson, aye.

Mr. O’Shea reviewed the changes in Pool Testing for the upcoming school year. Testing will now be referred to as COVID Safety Checks and include additional policies such as the new Test & Stay

policy. With many changes and additions to the safety policies and guidance, a request was made to provide the community with a flow chart with guidance for those who test positive or become a close contact. The value of a daily screener was discussed and it was determined that daily screeners would not be used for the upcoming year. Mr. O'Shea will work with School Nurse Lauren Sawyer to send out a communication to families that includes a flow chart. There will also be information in the communication regarding the community forum scheduled for Monday 8.23.21.

## **VII. Action Items**

C. Subcommittee Appointments – Formal appointment of subcommittee members will take place at the next meeting. Discussion included committee member appointments to the Policy and Special Education Subcommittee subcommittees as well as representation for the following: Region School Committee, Association Agreement/Contract, Municipal Facilities Committee, Select Board, LEPC, Highland Building Committee, and Master Plan.

- Policy Subcommittee: Amanda Comperchio, Carrie Patel
- Special Education Subcommittee: Amanda Comperchio, Eva Mostoufi
- Regional School Committee: Sara Wilson, Eva Mostoufi
- Budget: Jack Huntress
- Association Agreement/Contract: Sara Wilson, Jack Huntress
- Municipal Facilities Committee: Carrie Patel
- Select Board: Jack Huntress
- LEPC: TBD
- Highland Building Committee: TBD
- Master Plan: TBD
- Communications: Jack Huntress

**IV. Members'/Committee Reports as Needed** – Ms. Wilson reported that the new regional committee was seated at the last meeting. The regional reopening plan includes universal masking. A community forum will be held on Tuesday 8.24.21. The DEI Subcommittee includes representatives from both Concord and Carlisle. A new interim Special Education Director has been appointed.

Ms. Mostoufi reported that the Special Education Subcommittee met on 8.16.21 to review the meeting schedule and goals for the upcoming school year.

## **V. Communications/Correspondence**

The [Report of the MASC Nominating Committee for 2021](#) was shared with school committee members.

## **VI. Warrants**

- A. [Accounts Payable Warrant #0822; \\$67,322.17](#)
- B. [Payroll Warrant #0622; \\$248,817.24](#)
- C. [Payroll Warrant #0922; \\$253,617.11](#)
- D. [Accounts Payable Warrant #1122; \\$84,648.30](#)

## **VII. Action Items**

- A. Municipal Facility Committee Representation – Addressed previously in the meeting.
- B. Select Board Committee Representation – Addressed previously in the meeting.
- C. Subcommittee Appointments – Addressed previously in the meeting.

- D. [2021-2022 Meeting Schedule](#) – The meeting schedule is subject to change and meetings will be added as needed. There will be a meeting added to the schedule on 8.25.21.

Ms. Wilson made a motion to waive the normal voting practice and move forward with a vote on the Back to School Protocol proposal set forth by Mr. O’Shea. Ms. Comperchio seconded the motion. The motion passed with a roll call vote: Comperchio, aye; Huntress, aye; Mostoufi, aye; Patel, aye; Wilson, aye.

Ms. Wilson made a motion to affirm Mr. O’Shea’s Back to School Protocol regarding mask use and that it shall be effective through at least 9.17.21. Ms. Patel seconded the motion. The motion passed with a roll call vote: Comperchio, aye; Huntress, aye; Mostoufi, aye; Patel, aye; Wilson, aye.

**VIII. Public Comments** – Public comments were made by the following individuals: Linda Vanaria, Vanessa Moroney, Cynthia Sorn, Andrew Yup, and Anna Liberman.

Mr. O’Shea noted that additional questions can be addressed at the Community Forum scheduled for Monday 8.23.21.

**IX. Adjourn Meeting**

A motion was made by Ms. Wilson to adjourn the meeting. The motion was seconded by Ms. Patel. The motion passed with a roll call vote: Comperchio, aye; Huntress, aye; Mostoufi, aye; Patel, aye; Wilson, aye. The meeting was adjourned at 10:59 AM.

Respectfully submitted,  
Mary O’Regan  
Assistant to the Superintendent  
August 18, 2021

List of Documents Viewed or Reviewed:

Draft Minutes of July 21, 2021 School Committee meeting  
Draft Minutes of July 21, 2021 School Committee meeting  
Enrollment Update as of August 17, 2021  
Report of the MASC Nominating Committee 2021  
Warrants  
    Accounts Payable Warrant #0822; \$67,322.17  
    Payroll Warrant #0622; \$248,817.24  
    Payroll Warrant #0922; \$253,617.11  
    Accounts Payable Warrant #1122; \$84,648.30  
2021-2022 CSC Meeting Schedule