

**Carlisle School Committee Minutes**  
**September 7, 2005**  
**Robbins Library, Carlisle Public School**

Present – School Committee: Nicole Burkel, Vice-Chair; Christy Barbee; Wendell Sykes; Michael Fitzgerald

Present – School Administrators: Marie Doyle, Superintendent; Steve Goodwin, Principal; Steve Moore, Business Manager; Michael Giurlando, Principal.

Nicole Burkel called the meeting to order at 7:05.

### **Review of Minutes**

Committee members reviewed the minutes from the meeting of August 18, 2005, and changes were noted. **Christy Barbee made a motion to approve the minutes of August 18, 2005 as amended. Wendell Sykes seconded the motion, and all members present voted in favor.**

Claire Wilcox, School Committee clerk, asked if the electronic copies of documents emailed to members were sufficient and asked to discontinue printing the packet in addition to emailing it. All members agreed to this change.

### **Communications/Correspondence**

Ms. Burkel reviewed the material in the reading folder. Included was a copy of an invitation sent by Marie Doyle to town committees inviting them to attend the NESDEC Enrollment Projection meeting on October 19<sup>th</sup> at 6:00 pm, prior to the School Committee meeting.

Also included was information regarding the MASC/MASS annual joint conference. Michael Fitzgerald will be attending the conference.

### **Superintendent's Report**

- A. New Hires. Ms. Doyle reviewed the list of new hires, reading the names of the new teachers and other staff. She commended all involved in the hiring process and emphasized that it was a great team approach, which included parents and staff. Michael asked whether the on-line lunch ticket system was up and running yet. Steve Moore stated that the company is still working on the set-up.
- B. Faculty list. Ms. Doyle referred to the faculty list distributed to the members for their information.
- C. Enrollment report. Ms. Doyle reviewed the enrollment report. Michael asked if the relatively low number of Kindergarten students is unique to Carlisle. Ms. Doyle will talk to other superintendents to see if other area towns are seeing the

same trend. Christy asked what the Kindergarten projection is for next year, and Ms. Doyle stated that the numbers appear to be up somewhat.

- D. Opening Day. Ms. Doyle described opening days for the students as a huge success. Staff worked extremely hard and the result was a very smooth opening. She thanked Wendell Sykes for his talk at the opening faculty and staff meeting.
- E. Summer School. Michael Giurlando summarized the programs offered at the school during the summer. The Lego Robotics camp was a great success, and there are plans to continue this through an after-school club. Ms. Doyle gave special thanks to Ginny Lamere for her help with the camp.
- F. Buildings and N Star Update. Ms. Doyle reviewed the report, which is similar to the summer report David Flannery prepared. She noted that the N Star work has been completed and the lighting systems have been upgraded. Ms. Barbee questioned the location of network printers, and Steve Moore stated that they are not right in corridors, but rather in alcoves. Mr. Fitzgerald asked if Mr. Moore had done any projections related to the rising cost of oil. Mr. Moore said he would track energy costs and provide monthly updates to the School Committee. Mr. Fitzgerald stated that the School Committee should begin to prepare the town for the possibility that additional funds might be required to cover higher energy costs.
- G. Chinese. Ms. Doyle thanked the Carlisle Education Foundation for providing support for the addition of Chinese to the World Language curriculum for this year's 6<sup>th</sup> and 7<sup>th</sup> graders. Students will learn about Chinese culture as well as learning the spoken and written language. Steve Goodwin explained the process of informing families about the class and noted that the School Administration hopes this will become a sustainable program.
- H. Other – MCAS. Mr. Goodwin stated that he had received preliminary MCAS data and would report in detail at an upcoming meeting.
- I. Other – Benchmarks. Ms. Doyle stated that the curriculum teams have done excellent benchmark work. The goal of completing benchmarks by the end of the school year should be attainable.

## **Members/Committee Reports**

- A. Waste water treatment plant. Steve Moore reviewed the project and stated that the work is on schedule. The budget is in very good shape. Mr. Fitzgerald asked if there would be any effect on fall sports, and Mr. Moore stated that the project engineers have been working closely with Dan Moseley. He anticipates no problems with the fields. Mr. Moore is working with the Conservation Commission on removal of the hay bales and will look into the possibility of giving them to townspeople who might have a use for them.
- B. Cell tower committee. Mr. Sykes reported that the committee is considering hiring a consultant to map potential tower sites for the town. He stated that a monopole could bring several thousands of dollars in monthly income to the

town. The school might be considered a possible site for a monopole. Mr. Fitzgerald noted that this would be against the cell tower bylaw established by the town a few years ago. The bylaw limits the height of towers, and prohibits erecting a tower on school property. Many variances would be required to place a tower at the school. Ms. Doyle thanked Mr. Sykes for his report and commented that she's pleased he is on the committee, safeguarding the safety of the children and the school.

- C. Regional School Committee. Mr. Fitzgerald stated that the first meeting was held and the committee discussed the building project. They have met with representatives of the boards of both Carlisle and Concord and are trying to establish a dialogue for future planning.

**Action Item: Vote on the formation of School Council for 05 – 06.**

**Mr. Sykes made a motion to waive the necessity to wait until the next meeting before voting. Ms. Barbee seconded the motion, and all members present voted in favor.**

**Mr. Sykes then made a motion to approve the formation of the School Council for 2005 – 2006. Ms. Barbee seconded the motion, and all members present voted in favor.**

**Other Business**

School Committee Policy Books were discussed. Ms. Wilcox stated that she had updated policies to insert into the manuals. After discussion, it was agreed that the Policy Book will reside in the school's main office, and members will no longer maintain updated manuals at their homes. The eventual goal is to get all policies in electronic format on a CD. When all policies are available in digital format, they should also be posted on the school's website.

There was no additional business or citizen comments, and **Mr. Fitzgerald made a motion to adjourn. Ms. Barbee seconded the motion, and all members present voted in favor.**

The meeting was adjourned at 8:30 pm.

Respectfully submitted,

Claire M. Wilcox  
Assistant to the Superintendent