

**Carlisle School Committee Minutes  
October 19, 2005  
Robbins Library, Carlisle Public School**

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

**Present – School Administrators: Marie Doyle, Superintendent; Stephen Goodwin, Principal; Steven Moore, School Business Manager; Michael Giurlando, Assistant Principal; Linda Stapp, Director of Student Support Services.**

**David Dockterman called the meeting to order at 6:10 pm.** The first item, prior to the formal agenda was a joint presentation by NESDEC and the architectural firm, HMFH. Christy Barbee introduced the presenters, who discussed the ongoing demographic studies and school building project. Several town board members attended, along with a number of Carlisle citizens. The presentation and supporting documentation are posted on the Carlisle Public Schools website.

The presentation and discussion concluded at 8:00 pm, and the regular school committee meeting began.

## **Review of Minutes**

**Wendell Sykes made a motion to approve the minutes of October 5, 2005. Ms. Barbee seconded the motion, and all members present voted in favor.**

## **Communications/Correspondence**

Mr. Dockterman referenced a letter from Christy Barbee to Stephen Goodwin, thanking him and the school for supporting the textbook drive for hurricane Katrina victims.

He noted that he had received a letter from Town Administrator, Madonna Mackenzie informing the School Committee that the 2006 Town Meeting will occur on May 1, 2006, with the town election to follow on May 9, 2006.

## **Superintendent's Report**

- A. **Middle School Parents' Night.** Marie Doyle reported that the event was well attended and received excellent reviews from parents.
- B. **Professional Development Day.** Ms. Doyle explained that Louise Thompson, a respected educator presented a workshop for faculty and staff on the October 11th early release day. She discussed benchmarks and was well received by faculty and staff. She will be returning to meet with teams of teachers in December and will hold a second workshop for all faculty in January.
- C. **Middle School Task Force.** The task force at this time favors a model in which the 6th and 7th grades will have teams of 5 teachers. They have been

discussing the pros and cons of different models, weighing the values of expertise in subject areas and the ability of faculty to get to know students well. Michael Fitzgerald asked that the School Committee get a full report from the task force before any decisions are made. Ms. Doyle assured him that this would take place.

- D. **Spaghetti Supper.** The 6th grade spaghetti supper was held on October 18th and was a great success. The final tally is not yet in, but it is thought that the class made about \$18,000, which will be used to finance Middle School trips and other activities over the next 3 years.
- E. **STEM conference.** Ms. Doyle reported that she had attended the STEM (Science, Technology, Engineering, Math) conference on October 17th along with Jen Lyons, Science Coordinator, parent Ginny Lamere, and Principal Steve Goodwin. Both program and speakers were excellent, and provided ideas as to how Carlisle and other schools might reinforce math and science programs.

## **Members/Committee Reports**

**School Building and Waste Water Treatment Facility.** Ms. Barbee referred to the evening's presentation as evidence of the work being done by the School Building Committee. The WWTF continues to be on schedule. She noted that there would be some disruption and noise on the far side of the Corey Building as a trench is dug. Steve Moore stated that school staff members are prepared for this.

**Wireless Subcommittee.** Mr. Sykes reported that the committee is discussing a proposal for a study to re-do the coverage analysis for the town. The Finance Committee is likely to approve the consultant study, which will also look at the existing town wireless bylaw and suggest changes. The consultants will help the town prepare an RFP for a tower so the town can begin to receive cell tower revenue.

**Long Term Capital Requirements Committee.** Mr. Sykes stated that the LTCRC is discussing requirements for long term planning. They will be providing guidelines for town boards to use when preparing capital budgets.

**Regional School Committee.** Mr. Fitzgerald reported that the Regional School Committee met with the Concord and Carlisle Finance Committees to discuss budget guidelines for the 2007 fiscal year. The School Committee anticipates a 6% to 8% increase over this year's budgets due to higher energy costs and teacher salaries. They will be unlikely to be able to meet the FinCom suggested budget guidelines.

## **Information/Discussion Items**

- A. **Superintendent's Goals for 2005 -2006.** Ms. Doyle reviewed her goals for the year. She stated that they were divided into 4 major goals with several projects embedded in each. The 4 major goals include:

- Build a shared vision for the Carlisle Public Schools with the School Committee, administration, staff, and community
- Facilitate communication and open dialog with staff and administration
- Lead implementation of key goals
- Lead efforts for adequate facilities

School Committee members responded positively to the goals established.

**B. Initial Discussion: budget initiatives for 2006 - 2007.** Ms. Doyle stated that the administrative team had begun to discuss budget initiatives for next year. The following list represents areas discussed:

- Expansion of World Language to the elementary level
- Middle School Structure
- Increased early intervention in the lower grades
- Funding a technology support aide
- Funding the math specialist now partially funded through Title 1
- Replacing contracted speech and language services with employees
- Locker replacement
- Increased energy costs

**C. Energy Cost Update.** Ms. Doyle reported that Steve Moore had met with an energy cost consultant and that we are now predicting a shortfall of \$104,332 between budgeted and expected natural gas and electric costs. She stated that she and Mr. Moore would be meeting with the Carlisle Finance Committee to ask for funds to cover the shortfall.

She then presented a set of reductions to save funds. The options were divided into 3 tiers, with only the tier 3 items directly affecting instructional areas. The largest amount of savings (\$30,000) would occur if the wastewater treatment plant comes on-line in April rather than March.

Committee members discussed the third tier of reductions and agreed that they should be avoided if at all possible as these cutbacks include curriculum materials and would directly affect classroom teachers. At this point all purchases will be carefully scrutinized and should only be made if absolutely necessary, but no formal budget freeze will be imposed.

**D. School Council Update.** Mr. Goodwin reviewed the new members of the School Council and summarized the topics discussed at the September meeting. The group will be developing a survey to measure how well the school is serving students, parents, and staff. He would also like to have the School Council involved in the bullying prevention efforts being undertaken by the school.

- E. **Senior Band Trip Proposal.** Thomas O'Halloran has submitted a proposal to take the Senior Band on a trip to Gettysburg. The school's administrative team supports the proposal and is confident the trip will be well organized and well run. **Michael Fitzgerald made a motion to authorize the senior band trip to Gettysburg on May 4th - May 7th, 2006. Ms. Burkel seconded the motion and all members voted in favor.**

**Action Items:**

- A. Vote: reaffirmation of the following policies:

Gift and Loan #01.02.1996  
Pest Management #07.14.2001  
Annual Formation of School Council #03.01.1998

**Ms. Burkel made a motion to reaffirm the three policies with a review date of October 19, 2005. Mr. Fitzgerald seconded the motion and all members voted in favor.**

- B. Vote: accept \$20,000 from the Carlisle School Association to fund the part time technology aide.

**Mr. Sykes moved to gratefully accept \$20,000 from the CSA to fund the technology aide position. Ms. Barbee seconded the motion and all members voted in favor.**

**Citizen Comments:**

Cynthia Sorn asked for clarification regarding the number of teachers in the current 6th grade. Ms. Doyle confirmed that there are 6 teachers and will be for the remainder of the school year.

Ms. Sorn asked whether the state might help schools meet the rising cost of fuel. Ms. Doyle stated that the superintendents are working on this.

There was no additional business, and Mr. Dockterman asked for a motion to adjourn to executive session to discuss contract negotiations. The meeting would not return to an open session. **Mr. Sykes made a motion to enter executive session. Ms. Burkel seconded the motion. The roll call vote follows: Mr. Dockterman, yes; Mr. Sykes, yes; Ms. Barbee, yes; Ms. Burkel, yes; Mr. Fitzgerald, yes.**

The public meeting was adjourned at 8:50 pm.

Respectfully submitted,

Claire M. Wilcox