

**Carlisle School Committee Minutes  
November 16, 2005  
Robbins Library, Carlisle Public School**

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

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

**David Dockterman called the meeting to order at 7:05 pm**

**Review of Minutes**

**Christy Barbee made a motion to approve the minutes of November 8, 2005 as submitted. Wendell Sykes seconded the motion, and all members present voted in favor.**

**Communications/Correspondence**

David Dockterman stated that he had received a CD from the Massachusetts Association of School Committees with data compiled from member districts.

Nicole Burkel discussed an email she received from EDCO regarding a survey in which we will need to participate.

**Superintendent's Report**

- A. **DFM Endowment.** Marie Doyle reported that there were 3 applications for funds from the Davida Fox Melanson Endowment. Alan Ticotsky will be presenting a paper on teaching current events in science at the National Science Teachers' Association National Conference in April. Sue Laporte will be taking a team to ASCD to work on curriculum planning. The DFM Endowment will fund both of these projects. Susan Fitzgerald submitted a proposal to implement a training program for special education teaching assistants. This project will be funded through a federal grant.
  
- B. **Buzz on-line.** Beginning with the November 17th issue, the Buzz will be posted on-line, instead of sending printed copies home with students. Several notices have gone home concerning this change, and parents will be notified through an email list serve when the new Buzz is available. A few printed copies will be available in the main office for families who do not have Internet access.

- C. **CPAC Meeting.** Ms. Doyle reported that she, Linda Stapp, and Stephen Goodwin met with the parents of special education students on November 16th.
- D. **Middle School Task Force.** Stephen Goodwin gave a brief update on the work of the Middle School Task Force and stated that he would have a full report at the next School Committee meeting. The team has been meeting on a regular basis and has been considering different models for the 6th and 7th grades for next year.
- E. **World Language Task Force.** Mr. Goodwin reported that the discussions regarding elementary world language have revolved around what the schedule will look like for both teachers and students. Michael Fitzgerald stated his concern that it might be very difficult to add world language to an already full day for the elementary school. Mr. Goodwin stated that there are ways to fit this into the schedule and that task force members are very aware of the need to balance current offerings with the new program. He also stated that they have been looking at other elementary schools that offer elementary world language. Ms. Burkel asked about the response to the world language survey, and Mr. Goodwin stated that it was very positive and that parents want it to happen. Mr. Sykes noted that young children have the best aptitude for learning new languages. Mr. Fitzgerald asked about the budget implications of offering Spanish and Chinese. Ms. Doyle responded that the CEF is committed to support a teacher for the program. Mr. Fitzgerald also asked when the task force would have its report. Ms. Doyle stated that the administration hopes to have this done by the first of December but that it might take longer to get full feedback from the teachers.
- F. **Thanks to CSA and CEF.** Ms. Doyle expressed gratitude to the CSA for the grants awarded this fall and to the CEF in anticipation of their grants.

## **Members/Committee Reports**

Ms. Barbee reported that the School Building Committee would be meeting on November 17th for a progress report on the planning project and would receive a draft of the HMFH report on the school buildings.

Mr. Sykes stated the Wireless Subcommittee had met and was looking at a different concept. There is now a sense that installing a series of transmitters mounted on telephone poles with fiber optic cable connections might eliminate the need for cell towers. The Wireless Subcommittee will look further into this model to determine its technical and economic feasibility.

## **Information/Discussion items**

**FY 2007 Operating/Capital Budget Discussion.** School Business Manager, Steve Moore distributed a handout and presented a second look at the budget for next year. He reviewed the budget calendar, and, with Superintendent Marie Doyle, discussed possible new initiatives for next year. The initiatives were tied to the District Goals and the School Improvement Plan. In preparing the initial budget, Mr. Moore made the following budget assumptions. The discussion summarized the areas covered at last week's School Committee meeting. Mr. Moore suggested sending the following information to the Finance Committee:

**A. Budget Assumptions**

Full funding of the Math Specialist	\$25,000
Additional Instructional Materials	up to \$5,000
Waste Water Treatment Facility Operation	\$22,000

**B. True New Initiatives**

World Language	\$10,000 to \$30,000
Technology Support/Instructional Aide	\$25,000
Early Intervention Math Tutor/Aide	\$21,000 to \$28,000
Early Intervention LA Tutor/Aide	\$21,000 to \$28,000
Activity Coordinator	\$2,500
DARE Program	\$5,000

Discussion followed regarding which initiatives were true new initiatives and which were budget assumptions and continuations of existing programs. It was agreed that the full funding of the Math Specialist, the additional instructional materials, and the WWTF operating costs should all be presented as extraordinary changes to existing programs.

Mr. Moore asked if the School Committee was comfortable sending this list to the town at this point. The consensus of the members was that the information should be presented with a clear statement that this has not yet been through the full approval process of the School Committee. There will be further discussion and the numbers may change as the process continues.

**FY 2007 Capital budget Discussion.** Mr. Moore moved on to a discussion of the capital budget items being considered for next year. He noted that the School Building Committee and School Administration are waiting for the preliminary findings of the HMFH consultants, and that the list may change depending on the report.

The following items were discussed:

- 50 Classroom Lockers \$7,000
- Telephone/Voicemail system \$30,000 to \$70,000
- Technology Replacement \$36,000
- Technology Classroom Equipment TBD

- Campus Safety Railings
- Place Holder for Modulars/Building Design Funds
- Possible ADA Improvements to Restrooms

TBD

Discussion of these items revolved around the need to balance immediate requirements with possible state reimbursement if items were delayed and included as part of the building project. If capital improvements are made in advance of the building project, it will be important to make sure that items purchased will be able to used in a new facility.

**Preliminary Budget.** Mr. Moore presented a preliminary budget, which is about 2.45% above this current year budget. The town has given the school a guideline of a 3% increase overall for the school budget for next year. The preliminary budget presented does not include any provisions for the unknown cost of the new teachers' contract.

Mr. Fitzgerald raised a concern about how to figure in the salary increases if the contract is not settled by the time the budget must be submitted. Mr. Dockterman and Mr. Moore stated that they might need to include a "negotiations" line item.

Ms. Barbee asked if it might be possible to save money by using fewer buses. Mr. Moore answered that there is a balance between the number of students on a particular bus and the amount of time a student spends on the bus. If we used fewer buses, the already long ride for some students would be too long.

In closing the discussion, Mr. Moore noted that in the past, the school has submitted a level service budget to the Finance Committee that may or may not meet the town guidelines. Then the budget is refined through discussions with the Finance Committee.

## Action Items

The Committee voted on four policies:

**Ms. Barbee made a motion to approve the new policy, Student Rights and Responsibilities, #08.05.2005, which replaces the previous, outdated policy. Mr. Sykes seconded the motion, and all members voted in favor.**

**Mr. Sykes made a motion to reaffirm the Vandalism Policy, #06.06.1997. Mr. Fitzgerald seconded the motion and all members voted in favor.**

**Mr. Fitzgerald made a motion to reaffirm the Activity Fee Policy, #02.01.2000. Ms. Burkel seconded the motion and all members voted in favor.**

**Ms. Barbee made a motion to approve the amended, Charges for Special Detail Services, #06.03.1998. Mr. Fitzgerald seconded the motion, and all members voted in favor.**

## Citizen Comments

Fifth Grade teacher Emily King was at the meeting and thanked the School Committee for all the work they do for the school.

Paul McCormack of School Street distributed an article about cell tower concerns. Mr. McCormack is a parent and an electrical engineer. He hopes everyone will read the article, which he thinks is a fair one. He noted that studies have been done that showed that leukemia cases dropped as distance from cell tower antennas increases. He wanted to make the School Committee aware of his concerns about potential health risks of cell towers.

Cynthia Sorn asked for clarification on the Middle School Task Force discussions, and Ms. Doyle stated that the task force is still looking into all options.

Ms. Sorn also asked why CEF funds wouldn't cover the elementary World Language program. Ms. Doyle replied that the full cost might not be covered.

Andi Gettys asked for clarification regarding the definition of early intervention, as she thought it referred to services for pre-schoolers. Ms. Doyle explained that early intervention applies to early elementary grades as well as pre-school.

## Other Business

There was no additional business, and **Ms. Barbee made a motion to adjourn to Executive Session for the purpose of discussing contract negotiations. The meeting would not return to a public session. Mr. Sykes seconded the motion, and the roll call follows: Ms Barbee, yes; Mr. Sykes, yes; Mr. Fitzgerald, yes; Ms. Burkel, yes; Mr. Dockterman, yes.**

The meeting was adjourned at 8:45 pm.

Respectfully submitted,

Claire M. Wilcox  
Assistant to the Superintendent