

**Carlisle School Committee**  
Minutes  
May 17, 2006  
Ruth C. Wilkins Library, Robbins Building  
7:00 PM

Present – School Committee: Nicole Burkel; Christy Barbee; Michael Fitzgerald, Chad Koski

Present – School Administration: Marie Doyle, Superintendent; Stephen Goodwin, Principal; Linda Stapp, Director of Student Support Services; Claire Wilcox, Assistant to the Superintendent; Michael Giurlando, Assistant Principal; David Flannery, Director of Buildings and Grounds.

**Marie Doyle called the meeting to order at 7:02 pm.**

### **Organization of the School Committee**

Ms. Doyle began by reading the following description of the process to be followed for this agenda item:

Each year at the first School Committee meeting following the town election, the first order of business is to seat the new School Committee, elect its officers, and make other necessary appointments.

After I provide a call to order of the Committee, I will request that a SC member make a motion to seat the Carlisle School Committee members by name. Following this, I will make a request for nominations for the Committee Chair. Once the election of the Chair is complete, that person will ask for nominations for Vice Chair and will run the rest of the meeting. Other appointments will then be made. The appointments that require a vote, in addition to the Chair and Vice Chair, are the appointment of the SC Secretary, the appointment of the Treasurer for the Carlisle School District, and the appointment of the members of the Regional School Committee. Other appointments will be discussed and agreed upon, but do not require a vote.

She asked for a motion from a School Committee member to seat the members of the School Committee. **Michael Fitzgerald made a motion to “recognize Christy Barbee, Nicole Burkel, Michael Fitzgerald, Chad Koski, and Wendell Sykes as members of the Carlisle School Committee.” Nicole Burkel seconded the motion and all members present voted in favor.**

Ms. Doyle next asked for a motion to elect the Chair of the Committee. Nominations will be accepted and voted on for School Committee Chair

**Christy Barbee made a motion to elect Nicole Burkel as Chair of the Carlisle School Committee. Chad Koski seconded the motion, and all members present voted in favor.**

Ms. Burkel thanked Ms. Doyle and took the gavel to continue the meeting. She asked for nominations for Vice Chair. **Mr. Fitzgerald made a motion to elect Christy Barbee as Vice Chair of the Carlisle School Committee. Chad Koski seconded the motion, and all members present voted in favor.**

Ms. Burkel asked for nominations for three additional appointments: Recording Secretary, Treasurer, and representatives for the Regional School Committee.

**Mr. Fitzgerald made a motion to elect Claire Wilcox as the Carlisle School Committee Recording Secretary. Mr. Koski seconded the motion, and all members present voted in favor.**

**Ms. Barbee made a motion to elect Steve Moore as the Treasurer of the Carlisle School District. Mr. Koski seconded the motion and all members present voted in favor.**

**Ms. Barbee made a motion to elect Michael Fitzgerald and Chad Koski as Carlisle's representatives to the Concord-Carlisle Regional School Committee. Mr. Fitzgerald seconded the motion and all members present voted in favor.**

Ms. Burkel then opened the discussion for appointments to the School Building Committee and the Long Term Capital Requirements Committee. Christy Barbee will serve on the SBC, and Wendell Sykes will represent the School Committee on the LTCRC and the SBC.

## **Review of minutes**

**Mr. Fitzgerald made a motion to approve the minutes of the meeting of May 5, 2006. Ms. Barbee seconded the motion. All members voted in favor of approving the minutes except Mr. Koski, who was not on the School Committee at the time.**

## **Communications/Correspondence**

The following items were included in the communications/correspondence folder and were reviewed:

- Certificate awarded to Alexandra Knobel for national recognition in the Scholastic Arts and Writing Awards Contest
- Letter from Marie Doyle to Marcella Pixley congratulating her and thanking her for her work with students

- Lead Testing submission letter from David Flannery to the DEP
- Letter from Marie Doyle to the Kindergarten team congratulating them on the success of the Rainforest Play
- Letter from Marie Doyle to Chiao Bin Huang congratulating her on her Gold Star Award from the Massachusetts Cultural Council
- Letter from the MA School Library Media Association recognizing Sandy Kelly, and a letter from Marie Doyle congratulating Ms. Kelly
- Letter from Marie Doyle to Fine Arts Department recognizing their efforts throughout the year
- Letter from Marie Doyle to Susan LaPorte and Donna Clapp thanking them for the CSA ELA program

## Superintendent's Report

- A. Ms. Doyle introduced Patrice Hurley and Paul Graseck, new principals.

Ms. Hurley thanked everyone for being so welcoming to them. She noted that they have been asked to cherish the culture and to make frequent visits to the classrooms. Mr. Graseck also thanked everyone for a warm welcome. He noted that Carlisle has a long tradition of excellence. He stated that communication is key, and both principals intend to make it a priority to communicate effectively. Ms. Hurley stated that she would like to be at school one Saturday a month for any parents who would like to drop in to visit. Mr. Graseck offered to attend coffees at parent homes as a way to meet and get to know parents.

Mr. Graseck also stated that both principals know that this will be a new administrative structure, and it will take some time for people to get accustomed to it. He and Ms. Hurley have connected very well and are confident that they will be a strong team.

Mr. Graseck and Ms. Hurley then described their education and backgrounds for the committee.

- A. Faculty/Staff Changes for 06-07. Ms. Doyle distributed a list of changes for next year: new hires, retirements, and changing assignments and read the names.
- B. The Advanced Choir and the Senior Band did exceptionally well in their concert in Gettysburg
- C. The final Grade 5 school community meeting was held, and Ms. Putnam's class did an excellent job.
- D. The Rainforest Play was performed last week and was a success.
- E. The CSA Book Fair and Fine Arts Week were celebrated last week.
- F. MCAS testing resumed this Week
- G. Ms. Burkel and Ms. Doyle welcomed Chad Koski to the Committee

## Members'/Committee Reports

Ms. Barbee stated that the School Building Committee has not met since the last SC meeting.

Mr. Fitzgerald reported that he will be the Chair of the CC School Committee, and Gerry Wedge will be the Vice Chair. The Committee voted not to locate a cell tower at the High School. They also heard a report from the Food Service Manager describing an attempt to serve more nutritious food. Ginny Lamere, parent, noted that Concord is a member of a consortium for food purchases and is reaching out to local farmers to use fresh food.

Claire Wilcox noted that the next Regional School Committee meeting would be held in Carlisle on May 23<sup>rd</sup> at 6:30. Mr. Fitzgerald stated that he would like to have a joint meeting with the Concord and Carlisle School Committees. Ms. Doyle stated that she would work to facilitate that. She has been meeting with Brenda Finn and others in Concord to discuss World Language, and our teachers are starting to do more things in collaboration with Carlisle, including a Lego Workshop and the Columbia University Writing Workshop.

## Information/Discussion Items

### A. Math Presentation

Liz Perry, the Carlisle math specialist discussed the math program through a series of slides. She discussed curriculum, benchmarks, professional development, Title I, and next steps.

The curriculum used is **Everyday Mathematics**. This program uses student journals; links on the Carlisle website; an assessment assistant CD, which outlines assessments for each unit; an intervention and enrichment grid; and community involvement. Ms. Perry discussed each of these teaching tools. She showed a grid she has created to show what is done in each grade in terms of mathematics enrichment for more advanced students and intervention for students who require more help. She discussed community events, which have been held such as Family Games Night, and Math League Challenges. These two programs involved about 120 people. In addition two math roundtables, sponsored by the CSA, were held to discuss the math program.

Ms. Perry showed a sample page from the math benchmarks. The team started with the Massachusetts state frameworks and developed the Carlisle benchmarks around the frameworks. The benchmarks in final editing form at this time.

Teachers took advantage of several professional development opportunities this year. The National Conference of Math Teachers was held in Hartford, so 9 teachers were able to attend. In addition CSA grants supported professional development resources, including establishment of a professional library. Ms. Perry thanked the CSA for their support. Some children's books were also purchased through CSA grants. A math incentive was established for teachers to get teachers to do more math and think about math. To date 7 people have completed the incentive, which has 4 parts: a professional reading assignment, completion of 20 math problems from different levels, reading 4 children's math related books and developing lessons based on the books, attendance at a math workshop. Ms. Perry also offered two Carlisle College courses this year, a geometry class and a measurement class.

The next steps for the program are to do a curriculum review to determine whether this is the best curriculum to use and to do a program overview for parents at the beginning of next school year. Ms. Perry will be meeting with other EDCO schools to discuss math curriculum.

#### B. Title I Program Presentation

Michael Giurlando introduced the Title I program, and Ms. Perry discussed the math clubs, which are used to help students in grades 2 – 7 who require math intervention. Students are identified through assessments at the beginning of the year and through MCAS results.

Mr. Fitzgerald asked what the status of our Title I grant is at this point. Mr. Giurlando stated that we do not know if we will get any funds. Ms. Doyle stated that the budget has been developed assuming that we won't get any funding. Mr. Fitzgerald stated that we need to be careful about accepting a program for which the funding is then withdrawn. It's a very large amount of work to apply for the grant, and we eventually lose the funds and have to absorb the costs of the program.

Ms. Barbee stated that she hears often from parents who are unhappy with the **Everyday Math** program and asked Ms. Perry what she thinks of it. Ms. Perry stated that the exact program is not the issue. Rather it is making the program work for us. Whatever program is used will need to be supplemented by additional material.

Ms. Burkel asked what the comments were from the math roundtables. Ms. Perry responded that the spiraling process was discussed at length by parents who don't understand it well. Confusion regarding homework was brought up as well as different learning styles.

Ms. Burkel asked what curriculum review involves. Ms. Doyle replied that it involves surveying parents and teachers, collecting information about what's working, assessing student learning, and determining whether a pilot program is warranted. Ms. Burkel asked what concrete data would be used to determine the effectiveness of the program. Ms. Doyle stated that we will have to get information from teachers and parents, look at student progress, including test scores, look at available curriculum programs, and at what other schools are doing.

Alex Krapf asked if the benchmarks are aligned with the curriculum. Ms. Perry stated that they are still working on that. Mr. Krapf also asked if benchmarks would reference other subjects, which use math. Ms. Doyle stated that this would be the next step, but at this point the benchmarks are subject area specific.

April Stone asked for clarification about how benchmarks are addressed in particular units.

Peg Gladstone asked about enrichment programs for lower grade levels. Ms. Perry stated that this would be looked at next. Mr. Giurlando noted that the STEM clubs might be able to add to the enrichment opportunities.

#### C. Wellness Policy

Linda Stapp, Director of Student Support Services, thanked Kathy Horan, Margaret Heigl, Liz Bishop, Jen Lyons, Leigh Tappen, and Brian Herr for their help in developing this policy. Dr. Stapp stated that this policy is required by the federal government and will serve as an umbrella policy for the details of a wellness program.

Ms. Doyle stated that this policy will serve as a framework and she thanked the committee for their work.

#### D. Defibrillator Policy

Kathy Horan, School Nurse, acknowledged the people who were on the committee and worked on the policy: Bert Rubenstein, David Flannery, Matthew Koski, a student who initially suggested the policy, and Lori Desjardin. She noted that the guidelines for the policy were developed by the Concord School Department, and physicians and attorneys have reviewed it. Margaret Heigl and Ms. Horan will offer staff training. Ms. Horan has been very pleased with the numbers of staff members who have signed up for training. She then showed the device to the committee and Mr. Flannery explained that while it's important to have the device, it's

even more important to have people trained in these life saving techniques.

Ms. Burkel asked Matthew Koski why he had brought this to the attention of the school. He stated that he learned about de-fibrillators in 7<sup>th</sup> grade and in Scouts and thought Carlisle should have this device, which many public places have.

Ms. Burkel thanked Ms. Horan and Ms. Desjardin for all they do as school nurses. Ms. Doyle added her thanks to the nurses and also thanked David Flannery for his help.

Mr. Fitzgerald asked how many units the school should have to cover the campus. Mr. Flannery responded that 3 would be an ideal number. Mr. Fitzgerald suggested adding this item to capital budget requests for next year or looking at the budget at the end of the year to see if funds might be available to purchase additional devices.

Mr. Fitzgerald suggested having our school physician look at the policy for review. Ms. Horan will do this.

## Action Items

### A. School Choice Vote

Carlisle's participation in the School Choice program had been discussed at a public hearing on May 5, 2006. **Mr. Fitzgerald made a motion that Carlisle not participate in School Choice for the 2006 – 2007 school year. Ms. Barbee seconded the motion, and all members present voted in favor.**

### B. Vote to Accept \$18,000 from the CSA/CEF for Wishing Tree Items

The CSA and CEF have agreed to purchase all the items requested through the auction wishing tree. Ms. Doyle reviewed the list of items, and deferred to Andi Gettys, CSA president, who discussed some of the major items. **Mr. Fitzgerald made a motion to gratefully accept the donation of \$18,000 from the CEF and CSA and ask the superintendent to formally thank both organizations. Mr. Koski seconded the motion and all members present voted in favor.**

Ms. Burkel thanked the CSA and CEF for their generous contributions.

## Other Business

Ms. Burkel thanked the community for supporting the school through the override votes. She also thanked Steve Moore for his help at Town Meeting and his support during his tenure in Carlisle.

Ms. Barbee asked how the school fared with all the rain during the week. Mr. Flannery stated that the school did very well with only the usual leaks and a few minor washouts.

Ms. Burkel stated that she had received phone calls from some parents who had received email not dealing with school matters. She asked everyone to be sure that school email addresses should only be used for school purposes.

### **Citizens' Comments**

Mr. Krapf asked when the benchmarks will be completed and how they will be shared. Ms. Doyle stated that they will be finished by June and will be posted on the school website.

### **Adjournment**

There was no additional business, and **Mr. Fitzgerald made a motion to adjourn the meeting and enter executive session to discuss a contract issue. The meeting would not return to public session. Ms. Barbee seconded the motion, and all members present voted in favor: Mr. Fitzgerald, yes; Mr. Koski, yes; Ms. Burkel, yes; Ms. Barbee, yes.**

The public meeting was adjourned at 9:30 pm.

Respectfully submitted,

Claire M. Wilcox  
Assistant to the Superintendent