

MINUTES OF THE LINCOLN SCHOOL COMMITTEE
Thursday, April 29, 2010
Hanscom Primary School, Hanscom Air Force Base, MA
OPEN SESSION

Present: Jennifer Glass (Chair), Tom Sander (Vice Chair), Al Schmertzler, Tom Christenfeld, Debbie John (Boston Representative), Deb Leister (Hanscom Representative), Joe Connell (Hanscom Representative), Cecily Murdock (Hanscom Representative). Also present: Mickey Brandmeyer (Superintendent), Mary Sterling (Assistant Superintendent), Buckner Creel (Administrator for Business and Finance), Stephanie Powers (Administrator of Student Services).

Absent: Rob Orgel.

I. Greetings and Call to Order

Ms. Glass called the meeting to order at 7:05 pm.

II. Chairperson's and Members' Reports

Ms. Glass reported on the joint G4 meeting, held last night at the Curtis Middle School in Sudbury. The Lincoln School Committee, the Sudbury School Committee, and the Lincoln-Sudbury Regional School District Committee heard the proposal from Mr. Brandmeyer, Mr. John Brackett (Sudbury K-8 Superintendent), and Mr. Scott Carpenter (L-S Superintendent) to establish a regional partnership between three schools for the METCO program. While Wayland is in the G4 group, they were not included in this proposal. She thanked the three superintendents for their work on the issue, and said that it is a tall order. Their proposal was to have one regional METCO director for the three districts and to hire staff people to meet the needs at each school. Ms. Glass noted there were questions on process from the 100 people in attendance and concern that one director would not be able to spend adequate time at each school. There will be another forum on Wednesday, May 5 at the Franklin Park Golf Course. The proposal will be discussed at additional meetings.

Ms. Glass reported on the wonderful 4th grade poetry breakfast which was hosted by Colleen Peirce. Lynn Hoops did a terrific job with the poems. The subjects ranged from Yosemite, and flowers to Georgia O'Keefe.

Mr. Schmertzler said the Lincoln Science Fair was spectacular! The students knew what they were doing and were happy to be there. There were more than 35 projects. He said they all were inspired to pursue their very impressive ideas. He said for example, that two perky girls did a terrific job at explaining why they put their project together the way they did. Ms. Sterling noted it was the first time that engineering projects were included at the Fair.

Ms. Murdock congratulated HMS Principal Erich Ledebuhr for bringing students during vacation to see the Holocaust Survivor Presentation. She appreciated his effort in doing so and thanked him for it.

Mr. Brandmeyer noted that the Science Share at Hanscom was terrific. 2nd, 3rd, and 4th graders participated with spirit and presented great projects that ranged from gravity and ecosystems to the human eye. He noted that there were great coach and student partnerships. He thanked Parent Coordinator Jessie Thompson for her great job.

Mr. Christenfeld arrived at 7:15 pm.

III. Public Comments

None.

IV. Consent Agenda

None.

V. Time Scheduled Appointments

A. Discussion and Vote on Lincoln School Foundation [LSF] Grants

Stacy Mach and Daphne Kempner, LSF Grants Committee Co-Chairs, reported on the grants they have awarded for the 2010-2011 school year. Ms. Mach said they received 20 well-written grants and awarded 17 projects. Their fundraising went well this year, and they received a matching grant from the Ogden Codman Trust for \$15,000. It has been a rewarding and wonderful year.

Ms. Kempner reported that 11 grants were awarded to the Lincoln Schools, and 4 were awarded to both campuses. They had a number of first time applicants, including a first-year teacher. The most grants were awarded for curriculum development; grants for teacher professional development were second. The grants covered a range of subject areas. They awarded five out-of-cycle grants for a total of \$5,004 in 2009-2010; applications can be submitted at any time of year. Four were awarded to Lincoln and one to Hanscom.

Mr. Schmertzler noted a \$585 discrepancy between the amounts for each grant and the total amount awarded in their report. Ms. Kempner noted that the total was correct. Ms. Murdock noted that there were no grants awarded for the Hanscom Middle School, which Mr. Brandmeyer said had not applied for funding this year. Ms. Glass asked about the GEOMOTION fitness and nutrition equipment. Ms. Mach explained that they are 45" mats divided into nine spots like a tic tac toe board. The grids have words, numbers, and concepts; the mats have an audio-visual component. The mats will be used for grades K-5 in physical education classes at all schools. Ms. Glass asked about the "assessing math concepts" grant and where it will be used. It will take place on the Hanscom campus with 2nd graders. Mr. Christenfeld asked whether they align their enrichment activities with the PTA. Ms. Kempner said they have collaborated on some things, and she believes that additional collaboration would be welcome.

Ms. Kempner said that the grants funded last year were successful. Mr. Brandmeyer said the money will be well spent and used on both school campuses. Ms. Sterling thanked the LSF; she is excited about all of the grants that enhance the curriculum. She said it is very important that these ideas bubble up from the faculty. Ms. Mach thanked the administration for spreading the word about the LSF grants. She enjoyed meeting teachers and discussing their grant applications. Mr. Brandmeyer offered their thanks, not just for the LSF's fundraising, but also for being open to have a conversation to get the most out of the available resources. He will encourage teachers to continue to apply for the grants.

Mr. Sander moved, and Mr. Schmertzler seconded, the motion to accept \$45,755 in Lincoln School Foundation grants for the projects presented. The Committee voted unanimously to accept the grants.

B. DODEA Facilities Update

Mr. Brandmeyer said there are plans to build a new Hanscom Middle School in 2012. They held an early preplanning meeting earlier in the day. Ms. Lindsey Kerns, P.E., is the Facilities Engineer for DDESS assigned to support the project.

Ms. Kerns said that Congress approved a five-year plan but has not approved the money yet. The five-year plan outlines that the Hanscom Middle School project will be awarded in 2012. They will start the design phase shortly; more preplanning will occur this summer and fall. Construction will start once the ground thaws in 2012. It will be a new school building that will house 250 students in 5th to 8th grade. The building will be approximately 73,000 gross square feet, with 50,400 square feet of workable space, bigger than the current building and meeting DODEA educational specifications. The design plan is a rolling document, and there are several chances to give feedback and tailor the project somewhat.

Ms. Kerns outlined some of the challenges faced. They are currently looking at different site options because the current site is constrained. They will avoid conflicts between construction and school traffic and keep workers segregated from the students. Winter weather will be an issue. They will need to figure out how to accommodate the Hanscom 4th graders at the Hanscom Primary School as they currently attend school at the Middle School. She noted that the Hanscom Primary School is on schedule to be replaced in 2015, but funding for that has not yet been approved. They will start the design with FY2011 funds.

Mr. Sander asked how long it will take between breaking ground and finishing the building. Mr. Schmertzler asked what they could do to help. Ms. Kerns said Mr. Brandmeyer is working on getting answers to those questions. Mr. Schmertzler asked what their thoughts were about green energy savings and management. Ms. Kerns said they aim for more efficiency and build to LEED Silver standards. Mr. Schmertzler asked whether they hire the design team. Ms. Kerns said DODEA has five teams, one of which is Boston-based; they work with the Army Corps of Engineers. Mr. Christenfeld asked if they plan to build something that connects to this school. She said they plan and want the Hanscom Primary and Middle Schools to be together. Ms. Murdock said their gym was not connected to anything. Ms. Kerns said they will tear down the gym. Mr. Brandmeyer said the goal is

to build a set of connected schools for students from preschool to grade 8. The conversation will evolve in the next six months. Ms. Kerns said the official kickoff for the project will be this summer.

Ms. Glass thanked them for the report; they look forward to hearing more about the plans.

C. Curriculum Report on STEM: Science, Technology, Engineering, and Math

Ms. Sterling presented the update on the implementation of the new and revised math, science, and technology/engineering programs at the middle school. The math program's implementation of *Impact Mathematics* has gone very well. Professional development for teachers has continued with Faye Ruopp, coauthor of the *Impact Mathematics* textbook. She is providing ongoing support and bringing new thinking to the teaching of math. Math Specialist Kathy Maloblocki is pleased to teach the 7th grade program. She explained that teachers write objectives for the lessons on board each day, and each lesson takes about a week. *Impact* lessons present relevant, real world information to students and ask them to explain their thinking. The lessons have many layers, and students work individually and together. There is a careful building of essential skills.

Two 7th grade students demonstrated speed and slope. Ms. Maloblocki said the lesson's goal is to get students to think about speed and develops students' understanding of proportional and nonproportional linear relationships in the context of speed. They learn to relate the speed to the slope of the line by investigating the relationship between distance and time. Ellen Metzger, Content Specialist for Mathematics, demonstrated a graph of the cars' speed, which shows the concept of distance versus time. It takes students time to learn the concept and the relationship between changes in quantity and equations.

Mr. Christenfeld asked about the differentiation that occurs in class. Ms. Metzger noted that there are 16 students in the class, and it depends on the teacher and where the students are with learning the material. There are many resources from which to draw. Ms. Glass thanked the students for attending the meeting and demonstrating. She asked how the students liked the new textbook. One student said it was a little like last year's, and the other student said *Impact* engages the student more, and it isn't as slow as last year's. She said math is much more fun, and she can relate to it.

Ms. Sterling said it has been a remarkable implementation, and they will have additional professional development for new teachers in math. They will use formative assessments on students. She acknowledged that the program has been challenging for some students, and they are getting additional support materials for them. They've had a great experience, and they will refine it next year.

Ms. Sterling said this is the first year of the restructuring of the curriculum to include "every domain, every year" at all three grades in life science, earth and space science, and physical science. They have been fortunate to have Maxine Rosenberg as a consultant for the redesign of the science curriculum.

David Trant, grade 6 science teacher, demonstrated diffusion (the movement of solids across membranes) and osmosis (the movement of liquid across membranes) from cells and walked the Committee through how he teaches the scientific method to students. He noted that at the beginning of the year, he was reluctant to collaborate, but said that the year with fellow teacher Dave Joseph was his best productive year of teaching. He said science is not about always being right, it is about being able to explain the information you get. He added that science is a good subject for differentiation.

Mr. Schmertzler asked whether the students participating in the Science Fair used the scientific method with their projects. Mr. Trant said he hoped so; he is seeing more of the method being learned by students. Mr. Christenfeld asked whether all subjects collaborate with each other. Ms. Sterling said there is much collaboration, and they are looking at how to integrate technology.

Ms. Sterling pointed out that on the MCAS, the subject is science and engineering. They have started to teach engineering in grades 4 through 8. She introduced Ms. Terry Green, Science Specialist on the Lincoln campus, to talk about the program. Ms. Green thanked the administration and Committee for their vision and commitment to this program. She applauded their efforts at creating a state-of-the-art program by having a laboratory at the Lincoln School. Students meet twice a week for 45-minute sessions. The program centers on real building skills. She has collaborated with teachers David Trant and Dave Joseph on these engineering units. For the manufacturing unit, the students build LED flashlights, relying on an 8-step engineering design process. The students have to explain why they designed their flashlight they way they did. In 5th grade, students have a firm basis on how electricity works. They safely use hand tools and a Dremel tool and learn how to solder. The project uses the Universal Systems Model, a subject students need to know to take the science and engineering

MCAS. The goal is for students to learn about input, process, and output, and to give and receive feedback.

Mr. Schmertzler was impressed, saying he's an engineer, and he never saw any of this in college. Ms. Green said students learn from their mistakes in making different products, which makes them feel more comfortable in taking academic risks. Mr. Christenfeld asked what they will do next year and what they would change. Ms. Green is not teaching the subject next year because she will be the elementary science specialist at Hanscom. Their standards are aligned with the state's standards, and the students love it. Ms. Sterling thanked Ms. Green, who wrote much of the background on the STEM program. Massachusetts is a leader in these subjects. Lincoln is also hoping to collaborate with Sudbury which has a strong engineering program. The Lincoln program is something to celebrate in K-8; there has been much change in a short amount of time, and they now need to refine it. They have a collaborative team to make connections between subjects.

Mr. Schmertzler asked if they could polish this teaching technique and process for colleges? Ms. Sterling said that Tufts professor Chris Rogers has been an important connection and helped to develop the program. They may have a student trip to Tufts, and they will keep this momentum going. Ms. Murdock asked if students could visit Lincoln Labs. Mr. Creel, a former employee at the Labs, said there are security reasons why students could not visit. They are more focused on graduate-level students, so it is unlikely that they could engage with Lincoln Labs. They need to get parents engaged with these subjects, such as with the LEGO Robotics. Ms. Glass asked with fewer LSF grants at the middle school level for 2010-2011, how they will make the STEM program come together. Ms. Sterling said they will do their best.

Ms. Glass thanked them for the demonstrations and for their report.

D. Proposal from Lincoln's Green Technology Committee

Mr. Creel introduced John Snell from Lincoln's Green Energy Technology Committee and Anita Scheipers, Assistant Town Administrator. The Green Energy Technology Committee [GETC] was appointed by the Selectmen to explore ways to reduce the Town's energy consumption and to increase the use of technology to provide green energy. They have applied to have the Town designated as a "Green Community," thereby making the Town eligible to apply for significant grant funds for various energy initiatives.

Ms. Scheipers said Mr. Creel and Mr. Snell did an energy audit of the schools, the gorillas in Town energy use as they consume 50% of the Town's energy. The Town is asking for departments to cut their energy use by 20% to meet one of the criteria for the Green Community designation. Ms. Scheipers explained that the 20% reduction includes vehicles as well as buildings. In the larger buildings and offices it is easier to find the reductions. They are seeking the School Committee's support for the statement that the GETC will send to the state's Department of Energy Resources to apply for the designation. The grants could help with purchasing more fuel-efficient vehicles in addition to energy efficient upgrades in the school buildings.

Mr. Creel said that by signing up, the Committee would target a goal to reduce natural gas heating by 40%. The question is what happens if they don't meet the 40% goal. Mr. Snell responded that as long as they are working on achieving a target that is acceptable. There are things that can be done to save energy that will not interfere with the MSBA feasibility study. One item that could be fixed is that there is no insulation in the school now; if there's a renovation, it gives a great opportunity to insulate. Mr. Schmertzler asked if it would help to do some things now and reduce energy use by 10% with an energy management system. Mr. Snell said it would be good.

Ms. Murdock left the meeting at 9:50 pm.

Mr. Sander asked whether if they commit to reaching the goal, and the Town applies for the grants but doesn't get them, does the school still need to meet the goal. Mr. Snell said they will keep talking and reducing energy use regardless of whether they receive any grants. The purpose is to use less energy. Mr. Sander said that the Committee would be assuming there are grant monies from the state to achieve these targets; if the grant money doesn't materialize, it could be a problem needing to reconcile funds to achieve these targets and funds that need to be used for other core expenses of the school. Nonetheless, Mr. Sander and Mr. Brandmeyer noted that in spirit they want to cooperate. The GETC will ask for a vote on a grant from the School Committee. They need to be cautious on how they move forward on the MSBA feasibility study and the GETC at the same time. Mr. Sander noted that the Committee is not in a position to sign up for long-term resources on this, but will try to do small

things and can do more significant things if the state provides extra resources. Mr. Snell noted that there is no “Green Technology police” if they do not make their goal.

Mr. Creel said the MSBA feasibility study will note places to save energy. They are working on some improvements. There’s a portion of the school campus, including the Hartwell building, that is not included in the MSBA study, and it could use an energy management system. Mr. Sander confirmed with Mr. Snell that in the worst-case scenario that the schools received no grants, and make no renovations to the school buildings, and they made a good faith effort with what extra resources are available but cannot achieve the 40% savings goal, is it ok. Mr. Brandmeyer said they cannot commit future resources to it, but legally there’s not a problem if they don’t reach the goal. However, he agreed that a caveat should be put into any understanding or written document about this issue. Mr. Snell responded that a 40% saving on the natural gas side is the easiest way to achieve the reduction. They are looking for the Committee’s willingness to support efforts to reduce energy. Mr. Christenfeld asked if they could separate energy saving efforts from the Hartwell Pods. Mr. Brandmeyer said it is the least efficient space and it is likely to be similar 5, 10, and 15 years from now.

Mr. Schmertzler said that part of the Town’s capital plan addresses who will use the Pods. If they can do something at Hartwell in a reasonable time frame or at a reasonable cost, it would be worth it. He said that the GETC is looking for a commitment to try to save energy. Ms. Scheipers agreed. Mr. Christenfeld said he understood the concern but does not share it as to the focus on Hartwell. Mr. Brandmeyer asked Mr. Snell and Ms. Scheipers when they return, on what they will ask the School Committee to vote. Mr. Snell said the Board of Selectmen will submit the grant request for the Town, and assuming that the Town receives the designation as a Green Community. They will bring a school-specific request for the Committee to vote on with specific measures for them to accomplish. They will be investments in the buildings, and the idea is that the measures would be paid for 100% by the grant and not out of the school budget. There would also be some soft projects, and the students could do some projects on a small scale. Mr. Schmertzler asked if they commit to doing these things and would be paid 100%, and Mr. Snell said yes. Mr. Sander said they welcome the dialogue and fully support the goal, as long as it does not become an unfunded mandate. Ms. Scheipers said it is a commitment to collaborate to see what projects to put into the grant. Mr. Brandmeyer said the fourth item on the memo could be done, and they will do it at no cost. Mr. Creel said the GETC understands that the School Committee has to balance education resources versus green initiatives, and he will work with Mr. Snell to help the Town meet the goal.

Ms. Glass thanked them for their report.

VI. Superintendent’s Report

Mr. Brandmeyer said they are celebrating mathematics achievements. The Lincoln 2nd graders placed first in the Continental Math League. Lincoln made the top 4% of all schools that competed. Zachary Tam, 2nd grade, and Alex Tam, 4th grade, were the best students in the country. He recognized the students and the teachers and will write letters of congratulation to them.

He invited all to attend Hanscom’s kindergarten concert on May 21 at 8:15 at the Hanscom Primary School.

There will be a meeting on Monday, May 3 at 7 pm at the Curtis Middle School in Sudbury where Dr. Englander will talk about anti-bullying measures.

On Monday morning, they are having their goal formation meeting with the administration. The outcome will shape their goals proposal for June.

VII. Curriculum

None.

VIII. Policy

None.

IX. Facilities and Financial

A. Warrant Approval

Mr. Creel presented the payroll warrants totaling \$601,167.08 and the accounts payable warrants totaling \$203,107.09 for a total of \$804,274.17. Mr. Schmertzler reviewed the warrants. Mr. Schmertzler moved to approve the warrants, with Mr. Sander seconding the motion. The Committee voted unanimously to approve the warrants.

B. FY2010 Fiscal Report: Third Quarter

Mr. Creel presented the report on the status of the FY10 budget. He reported that they can complete the year with the funds available; they are well within the dollar amounts allocated by Town Meeting and the federal government. They will have a positive balance in the Lincoln and Hanscom budgets at year's end.

He noted that there have been several problems. They needed additional support for substitutes because of medical leaves on both campuses. In Lincoln, they transferred \$20,000 into the long-term substitute account; the personnel control account has sufficient funds. Legal expenses for both budgets are running ahead of the original budget projections; they have ongoing actions requiring transfers of \$10,000 and \$8,000 into the Lincoln and Hanscom budgets respectively. As a result of fewer heating-degree days, utilities are running \$8,000 behind last year. March flood recovery activities are ongoing, and all of the bills haven't been received, but the non-personnel costs should not exceed the estimated \$17,800. They may receive reimbursement, possibly as much as \$20,000 from the Massachusetts Emergency Management Agency [MEMA] for the recovery efforts.

Mr. Schmertzler asked whether the sick leave expense would be an ongoing expense for the rest of the year. Mr. Creel said the person exhausted her union benefit and is using long-term disability and will continue on medical leave for the remainder of the year. Mr. Brandmeyer said the issue will be resolved by school year's end.

Ms. Glass thanked him for his report.

C. FY2011 Budget Update: Hanscom

Mr. Brandmeyer said they needed to adjust the Hanscom costs because the school enrollment was below the lowest contract band of 500 students because of delays in Hanscom privatization. The Committee voted the FY2011 budget to be \$9,775,661 on January 28. In February, the DODEA Contracting Officer notified the Superintendent of its intent to award the FY11 option year 3 of the contract, and requested a price proposal for bands of students starting at 400. The Administration developed a new price structure, accepted by DODEA. They expect to have 441 to 460 students next year; the band below—421 to 440 students—is the break-even band. They will be able to execute the program that they have planned for the students, but did make a few changes to the budget.

Mr. Schmertzler asked whether DODEA accepted the preschool as part of the student numbers. Mr. Brandmeyer said they did, they can keep doing things as they were. If they charge tuition for the preschool, they cannot count the students in their enrollment band and cannot receive money from the federal government for them. There will be two preschool classes at Hanscom Primary School. It will be a half-day program that will be held in the morning, or possibly in the afternoon. They will be able to address the needs of more minor special education students. It will be an every day program at Hanscom. It will increase the number of students to 48, which helps with enrollment. Mr. Christenfeld asked in the long term if they rebuild the Hanscom Primary School, would preschool classrooms be included in it? Mr. Brandmeyer said they would, and if they have significant enrollment growth, they can propose a modification to DODEA. They will plan on the smaller side. For the budget, they did slight reductions in force and adjusted the staffing to be comparable to Lincoln. Hanscom will have a science specialist for the first time. All of the news turned out positively.

Mr. Sander moved, and Mr. Christenfeld seconded, the motion to approve the FY2011 Hanscom budget in the amount of \$9,481,961. The Committee voted unanimously to approve the FY2011 budget.

X. Old Business

A. Subcommittee Assignments

Ms. Glass made the subcommittee assignments. Mr. Schmertzler will serve on the MSBA Building Committee. Mr. Christenfeld will serve on the Community Facility Needs Committee, formed last week. Their charge from the Selectmen is to take a survey of spaces and needs in the town, not just Town buildings. The report needs to be ready by July 1 and will inform the discussions of the potential building projects the Town may undertake for the schools and Town Hall.

Ms. Glass and Mr. Sander will serve on the Lincoln Teachers Association negotiations. Ms. Glass will serve on the G4 Committee. She will also do SC News online.

She said that the joint Finance Committee and School Committee does not have its charge, and they will wait to see what happens. For the policy subcommittees, Mr. Brandmeyer will draft something for Web 2.0 and a policy on electronic devices, and also on anti-bullying.

Mr. Schmertzler moved, and Mr. Sander seconded, the motion to approve the subcommittee assignments. The Committee voted unanimously to approve the assignments.

XI. New Business

XII. Approval of Minutes

Mr. Sander moved, and Ms. Glass seconded, the motion to approve the minutes of the February 11, 2010 meeting. The Committee voted unanimously to approve the minutes.

XIII. Information Enclosures

None.

XIV. Adjournment

On motion by Ms. Glass, seconded by Mr. Sander, the Committee voted unanimously to adjourn the meeting at 10:45 pm.

Respectfully submitted,
Sarah G. Marcotte
Recording Secretary