

MINUTES OF THE LINCOLN SCHOOL COMMITTEE
Thursday, March 5, 2015
Hartwell Building, Lincoln, MA
OPEN SESSION

Present: Jennifer Glass (Chairperson), Al Schmertzler, Jena Salon, Peter Borden, Preditta Cedeno (METCO Representative), Laurel Wironen (Hanscom Educational Liaison). Also present: Becky McFall (Superintendent), Patricia Kinsella (Assistant Superintendent), Buckner Creel (Administrator for Business and Finance), Robert Ford (Director of Technology).

Absent: Tim Christenfeld (Vice Chairperson), Stephanie Powers (Administrator for Student Services).

I. Greetings and Call to Order

Ms. Glass, Chairperson, called the meeting to order at 7:02 pm. She thanked David Trant for taping the meeting.

II. Chairperson's and Members' Reports

Mr. Christenfeld was attending the 8th grade parent night at Lincoln-Sudbury Regional High School.

Ms. Cedeno announced that METCO Day at the State House will be on March 19; the group will meet at 9:00 am at the Grand Staircase. The bus will leave from the Boston METCO office at 8:00 am. Ms. Glass said that those attending should make appointments with representatives to advocate for METCO funding, which is in jeopardy.

Mr. Schmertzler attended Tuesday night's forum with state senators at Newton North High School; citizens may share their concerns with senators. He said it was the first of a series of these forums.

III. Public Comments

None.

IV. Consent Agenda

Documents: 1) Memorandum to School Committee from Erich Ledebuhr, Re: Hanscom PTO Donation, dated February 27, 2015; 2) Memorandum to School Committee from Erich Ledebuhr, Re: Lincoln Police Association Donation, dated February 27, 2015

Ms. Glass moved, and Mr. Borden seconded, the motion to accept a donation of \$1,840 from the Hanscom Parent Teacher Organization for the Hanscom Middle School to go towards the cost of buses for the Great East Festival in May and to accept a donation of \$100 from the Lincoln Police Association to go towards the cost of t-shirts for students who will be attending the Great East Festival in May. The Committee voted unanimously to accept a donation of \$1,840 from the Hanscom Parent Teacher Organization for the Hanscom Middle School to go towards the cost of buses for the Great East Festival in May and to accept a donation of \$100 from the Lincoln Police

Association to go towards the cost of t-shirts for students who will be attending the Great East Festival in May.

Ms. Glass thanked the PTO and the Lincoln Police Association for their support of the Great East Festival. They will send thank you letters.

V. Time Scheduled Appointments

A. School Building Advisory Committee [SBAC] Update

Document: Study of the Lincoln School: Final Report, Dore & Whittier Architects, Inc., dated February 5, 2015

Dr. McFall said the SBAC met at least 36 times and have put in at least 108 hours and much additional work outside the meetings to help to decide what to do about the Lincoln School buildings. The SBAC members are Dr. McFall (Co-Chair), Doug Adams (Co-Chair), Ken Bassett, Owen Beenhouwer, Vincent Cannistraro, Tim Christenfeld, Buck Creel, Steven Perlmutter, Maggy Pietropaolo, Hathaway Russell, Peter Sugar, and Gary Taylor. Dr. McFall also thanked Dore & Whittier Architects Jon Richardson, Jason Boone, Emily Rae, and Donald Walter. They presented their final report to the community, which is available at www.lincnet.org on the right-hand side of the home page, at the February 12 meeting. The final report in hard copy is available at the Superintendent's office, Town Hall, and the Lincoln Library, in addition to online.

Dr. McFall said the SBAC has completed its work, and now the Committee needs to decide what role the members have as the Town approaches Town Meeting on Saturday, March 28. She said the Committee needs to decide whether it is appropriate to dissolve the SBAC. The members will help with reviewing the presentations for Town Meeting and will also perform outreach tasks for Town Meeting. Dr. McFall noted that Dore & Whittier was putting the Statement of Interest [SOI] together and will have the SBAC members review it. The campaign finance law limits the SBAC members if the SBAC remains a committee, whereas if the SBAC is dissolved, the individuals on it would be free and able to advocate for the warrant articles and ballot questions.

Ms. Glass said the Committee voted its position on the warrant articles, and she has written an advocacy article supporting their work. The Committee wanted to have a letter to the editor stating that they support the final report and the work of the SBAC.

The School Committee is holding a multi-board public forum for questions and discussion about the ballot questions and warrant articles about the buildings on Tuesday, March 17 at 7:00 pm in the Reed Gym. The Board of Selectmen and the Finance and Capital Planning Committees will also attend.

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to dissolve the School Building Advisory Committee [SBAC], noting the incredible amount of work they did since March 2014. The Committee voted unanimously to dissolve the School Building Advisory Committee [SBAC], noting the incredible amount of work they did since March 2014.

The Committee thanked the SBAC for their work.

B. Selection of Class Size Committee

Documents: 1) 2015 Classroom Size Research Analysis Project, Sponsored by the Lincoln School Committee, dated January 16, 2015; 2) Draft Letter by Tim Christenfeld

Ms. Glass said that Mr. Christenfeld drafted a letter about the Class Size Research Committee, noting that the period of time they would have for their report was shorter than anticipated. Mr. Christenfeld and Mr. Borden proposed a group of five people, composed of one School Committee member and two to four community members, to review the research since the 2007 class size study to see if there is enough new research to warrant a full policy review. The Committee voted on February 5 to form a Class Size Research Committee, and this evening they will appoint the members.

Ms. Glass said they received many responses from people to be on this new Committee. She tried to create a group of parents who had students in different grades and with experience with the type of research that they would be reviewing. She thanked Mr. Christenfeld and Mr. Borden for agreeing to be on the Class Size Research Committee and named the four other members: Nicolette Beerel, Cathie Bitter, Jal Mehta, and Addie Kim.

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to appoint Nicolette Beerel, Cathie Bitter, Jal Mehta, Addie Kim, Tim Christenfeld, and Peter Borden to the Class Size Research Committee. The Committee voted unanimously to appoint Nicolette Beerel, Cathie Bitter, Jal Mehta, Addie Kim, Tim Christenfeld, and Peter Borden to the Class Size Research Committee.

Ms. Glass said that the Class Size Research Committee is a subcommittee of the School Committee and is subject to the Open Meeting and Public Records laws. They will need to keep minutes and approve them.

Ms. Glass noted that there is much talent in the Town.

C. Snow Day Make-Up Survey Results

Documents: 1) Memorandum to School Committee from Rebecca McFall, RE: Results of Snow Day Make-up Survey, dated February 27, 2015; 2) Comments from Snow Day Make-up Survey; 3) Email Message to All Users from Becky McFall, Re: Snow Day Survey, dated February 13, 2015; 4) Snow Day Make-Up Survey

Dr. McFall said the district has used all of their snow days. The last day of school is currently scheduled to be June 24. She noted that by March 31, they will know how many additional days—if any—they will need to make up.

She noted that they cannot extend Wednesdays because they already count as school days, and they cannot have school on state and federal holidays. She also said that while there are a few pilot programs for students to complete work virtually, the Department of Elementary and Secondary Education has not yet approved the programs for credit.

Dr. McFall was pleased that 618 people responded to their survey. She reviewed the recommendations that she made in her memorandum, which are, in the following order: Good Friday, April 3, Thursday, June 25, Friday, April 24, Thursday, April 23, Wednesday, April 22, and Tuesday, April 21. If they have to make up snow days, they would have half days on Good Friday, April 3 and on Thursday, June 25.

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to approve the contingency plan for making up additional snow days that might occur between February 23 and March 31, 2015 as presented in Dr. McFall's February 27, 2015 memorandum.

The Committee voted unanimously to approve the contingency plan for making up additional snow days that might occur between February 23 and March 31, 2015 as presented in Dr. McFall's February 27, 2015 memorandum.

VI. Superintendent's Report

Document: None.

Dr. McFall said the Hanscom Primary School students wrote scripts and presented them to the Kindergarten class. Students created their scripts and used the vocabulary for the growth mindset—persevere, try, try again—and the storyline was that they created a machine that would tie people's shoes.

Dr. McFall said that the federal government has approved the 4th contract year with the district. This is the third extension of the contract, which is a five-year contract to provide education to the Hanscom Air Force Base students.

Dr. McFall met with community members Vin Cannistraro, Carole Kasper, and Audrey Kalmus on the survey to the community. They will have a draft of the survey questions, and she will bring it to the Committee for review soon.

Ms. Glass thanked her for her work.

VII. Curriculum

Document: None.

Ms. Kinsella noted that the Peer Observation visits are continuing, and some members will visit Brookline to observe their early childhood education classes.

Brookline's ELA and Literacy Coaches will invite other teachers too.

The district collaborative for kindergarten to grade 2 teachers, literacy coaches, and specialists are extending students' language development, and they are honing in on strategies for English as a Second Language [ESL] work. The physical environment should reflect their student work, and they should create dynamic wall space. Some teachers will make appropriate changes.

Ms. Glass thanked her for her work.

VIII. Policy

None.

IX. Facilities and Financial

A. Warrant Approval

Document: None.

Mr. Creel presented the payroll warrant totaling \$1,383,600.58 and the accounts payable warrant totaling \$335,152.02 for a total of \$1,718,752.60. Mr. Schmertzler reviewed the warrants, noted that they included expenses for winter weather, and recommended that they be approved. Mr. Schmertzler moved to approve the warrants, with Ms. Glass seconding the motion. The Committee voted unanimously to approve the warrants.

B. Pod C License Review: First Reading

Documents: 1) Letter to Lincoln School Committee from Laura Kempke, President, LEAP Board of Directors, dated February 25, 2015; 2) LEAP [Lincoln Extended-Day Activities Program], Application to License Hartwell C Pod, Submitted to Lincoln School Committee, dated February 25, 2015

The Lincoln Extended-Day Activities Program [LEAP] uses Pod C through a license agreement with the Committee, and the license expires on June 30, 2015. According to the LEAP report, they provide safe and affordable after-school care for children of working families. Last year was the first time that the Committee approved a license agreement, instead of a lease agreement, for Pod C with the license to be renewed annually. At the February 5 meeting, Mr. Creel asked the Committee for guidance on the information that LEAP should submit to the Committee for its consideration of the license renewal. He said they believe the license arrangement is the appropriate method for allowing the use of Pod C for an after-school program.

LEAP has formally requested to renew their license and prepared a report that addresses how they use the space and the state of their financial situation. The Committee will vote on whether to renew LEAP's license at the March 19 meeting.

Ms. Glass thanked Laura Kempke, LEAP President, for their thorough report which includes a description of their program and technical details. The Committee and the LEAP Board will discuss the details in executive session.

Ms. Glass thanked Mr. Creel for his work.

X. Old Business

None.

XI. New Business

None.

XII. Approval of Minutes

Documents: 1) Draft of School Committee Minutes, December 18, 2014; 2) Draft of School Committee Minutes, January 8, 2015

Ms. Salon moved, and Mr. Borden seconded, the motion to approve the minutes of the December 18, 2014 and January 8, 2015 meetings. The Committee voted unanimously to approve the minutes of the December 18, 2014 and January 8, 2015 meetings.

The sets of minutes will be posted on the website.

XIII. Information Enclosures

None.

XIV. Adjournment

On motion by Ms. Glass, seconded by Mr. Schmertzler, the Committee voted unanimously to go into Executive Session for the purposes of discussing license negotiations for Pod C with LEAP and salary increases for the superintendent. The vote

was: Ms. Glass, yes; Mr. Borden, yes; Mr. Schmertzler, yes; Ms. Salon, yes; Ms. Cedeno, yes. The Committee would not be returning to open session. The open session adjourned at 7:44 pm.

The next School Committee meeting is scheduled for Thursday, March 19, 2015 at 7:00 pm.

XV. Executive Session

Respectfully submitted,
Sarah G. Marcotte
Recording Secretary