

MINUTES OF THE LINCOLN SCHOOL COMMITTEE  
Thursday, September 24, 2009  
Hartwell Building, Lincoln, MA  
OPEN SESSION

Present: Julie Dobrow (Chair), Tom Sander (Vice Chair), Al Schmertzler, Rob Orgel, Jennifer Glass, Lt. Col. Randy Robertson (Temporary Hanscom Representative). Also present: Mickey Brandmeyer (Superintendent), Mary Sterling (Assistant Superintendent), Buckner Creel (Administrator for Business and Finance).

Absent: Camille Harris (Hanscom Representative), Stephanie Powers (Administrator for Student Services).

I. Greetings and Call to Order

Ms. Dobrow called the meeting to order at 7:07 pm.

II. Chairperson's and Members' Reports

Ms. Dobrow attended both open houses and said the principals gave great addresses, and the teachers were terrific with the new technology. She said the teachers discussed the grants they have received and thanked the parents for their support.

Ms. Glass, Mr. Orgel, and Mr. Sander all spoke highly of the curriculum night. Ms. Glass also participated in the Department of Defense and DDESS visit. She thanked all involved, and noted that she enjoyed meeting the DoD people, while touring the preschool and Hanscom Primary School.

Mr. Sander commented positively on the various school work projects.

III. Public Comments

None.

IV. Consent Agenda

A. Accept Gift

Ms. Dobrow moved to accept the donation of \$1,200 from the Lincoln PTA to be used as follows; \$500.00 to purchase books in honor of recently retired teachers and \$700.00 for the seven new teachers to help them with the costs of setting up a new classroom. Ms. Glass seconded it. The Committee voted unanimously to accept the gift.

V. Time Scheduled Appointments

A. Field Trip Proposal: Lincoln School Grade 8 to Washington, D.C.

Dr. Sharon Hobbs, Lincoln Middle School Principal, presented the proposal for the grade 8 trip to Washington, DC to take place on June 1-4, 2010. They have changed travel agents and are mindful of the trip's cost. They will not be going to Gettysburg, PA because their past experience has been highly variable depending on the docent. They will spend more time in Washington instead. They researched airfares to see if flying would be cheaper than the bus option that has been used. It was \$175-\$250 per student more expensive to fly. She noted that Steve Cullen, one teacher who accompanies the students, said the bus ride is an important component of the trip for the students. Riding the bus also gives them flexibility to add or subtract destinations or return early if students are sick.

Ms. Dobrow was surprised that flying was more expensive. Dr. Hobbs noted in addition to the higher cost that it was a real challenge to herd 75 students through the airport; for example, what happens if a few students don't make it through security or are late? Ms. Dobrow said that the Lincoln-Sudbury trip is cheaper, and Dr. Hobbs responded the cost of the L-S trip does not include meals and they do not have the option of having a bus waiting for them; the L-S students take the METRO. Ms. Dobrow and Mr. Schmertzler recommended exploring other air options like flying out of Providence or Manchester (NH). Ms. Dobrow noted that she would prefer that they flew given the stories she's heard stories about what happens on the bus. Dr. Hobbs said that flying adds more responsibility for the adults, and they lose their flexibility.

Mr. Brandmeyer will add to the student letter that they recommend parents purchase trip insurance in case a student cannot go at the last minute, for example because of flu.

Ms. Dobrow moved to approve the request for the Lincoln Grade 8 trip to Washington, D.C. Mr. Sander seconded the motion. The Committee voted unanimously to approve the request

### B. Field Trip Proposal: Lincoln School Grade 7 to Sargent Camp

Dr. Hobbs presented the proposal for 7<sup>th</sup> graders to go to Sargent Camp in Peterborough, NH from Nov. 10-13. Although the Camp is now affiliated with Nature's Classroom, she has been promised it will be substantially the same as past trips. Ms. Dobrow asked what they would do if swine flu hits during the trip. Dr. Hobbs said the Center does not have a swine flu plan, but they do have a resident nurse, and in the worst case, they could bring a student home.

Ms. Dobrow moved to approve the Lincoln Grade 7 field trip to Sargent Camp. Mr. Sander seconded it. The Committee voted unanimously to approve the trip request.

### C. Update on Pandemic Flu Planning

Mr. Brandmeyer said they have a Pandemic Planning Team, and one issue under discussion is whether to host school flu immunization clinics. The Board of Health did not want the school to host the clinics. He introduced Dr. Fred Mansfield, Lincoln Board of Health member, and Ms. Maureen Richichi, School Nurse, who attends Board of Health meetings. Dr. Mansfield said the swine flu [H1N1] has not seemed to be as severe so far as many had thought it would be. It could pose a problem for the Town and schools if many get sick, and they have to plan for the worst. The issue the Board of Health has with offering flu clinics at the schools is manpower. Who will administer the shots? Ms. Richichi said there are 1,200 students in the schools. They have a list of doctors and nurses who live in Lincoln, and they could call on them to help. If they had a clinic at the school, students would need to be accompanied by a parent and come at a time outside school hours. Ms. Richichi suggested that the parental approval for giving children vaccine be signed before students come to the clinic. Ms. Richichi and Dr. Mansfield recommended having students get immunized by their pediatricians, and only if a student did not have a doctor or the pediatrician ran out of vaccine, having student immunized at the school. Ms. Richichi reported that there is no vaccine yet, but it should be available in early November. They are neither 100% confident it works, nor whether one dose is sufficient. She clarified that this discussion does not include seasonal flu vaccine; they are only considering offering the H1N1 vaccine at Lincoln and Hanscom.

Ms. Richichi said she does not know whether they would get the flu mist or the injectable vaccine. Dr. Mansfield said the flu mist is 50 percent effective. Mr. Brandmeyer noted that he is concerned that families that cannot conveniently get immunized will not do so. Lt. Col. Robertson clarified the situation on the base: at first, Hanscom was focusing on military readiness with the flu vaccine, but now predict there will be a flu clinic for students at Hanscom too. Lt. Col. Robertson wanted to explore whether Hanscom students could get immunized at the Lincoln clinic.

Mr. Brandmeyer said he had Ms. Richichi order vaccine, which could be redistributed if not used. He has drafted a letter for parents stressing the importance of prevention, and asking them to take their students to their doctors, or contact the school if they need help. Mr. Brandmeyer asked for the Board of Health's approval if they need to schedule time outside the school day to help those who need to get vaccinated. Mr. Brandmeyer said Fire Chief Arthur Cotoni has the roster of health professionals who live in Lincoln, and they would endeavor to enlist their help. Dr. Mansfield thought the Board of Health could support the plan. Mr. Brandmeyer will survey parents to see whether they foresee needing to use a clinic. Mr. Sander said he thought the survey was a good idea, but thinks that it needs to say "URGENT-H1N1" on it to get people's attention and noted that this is likely going to produce an undercount of who would use a clinic since some parents might find that their pediatricians have exhausted their vaccination supplies. Mr. Schmertzler recommended having a clear deadline by when this is due back.

Ms. Dobrow said Lincoln-Sudbury R.H.S. has been proactive about the H1N1 swine flu, and is holding flu clinics at the school. They are recommending students get vaccinated through their doctor, but are offering multiple clinics at the school. She recommended coordinating the approach with consistent messages across all the schools, including Bedford High School. Mr. Brandmeyer indicated that he is in contact with the relevant superintendents and that plans are changing: L-S planned to use nasal spray, but now this may not be available.

Ms. Dobrow asked what other outreach there would be in addition to Mr. Brandmeyer's letter. Mr. Brandmeyer will look at the surveys when they are returned, and said homeroom teachers will collect the information and follow up. They will see whether the PTA would be willing to help get the information out to parents and enlist their cooperation with sending back the survey. Ms. Dobrow asked Ms. Christina Horner what her outreach plan to METCO parents was, and she responded she has mentioned it in her newsletter. Ms. Glass wanted to know whether there would need to be prioritization of students if supplies are oversubscribed; Ms. Richichi predicted that between Hanscom and Lincoln's allotment, she

thinks Lincoln should have enough vaccine. Ms. Dobrow thanked Dr. Mansfield and Ms. Richichi for their assistance with this issue.

Mr. Brandmeyer said they are monitoring illnesses at school and will push prevention. He presented his proposed alternate school calendar, which he hopes will not be used. He talked to the Lincoln Teachers Association [LTA] about it. He said he could survey parents, but only if he has the right question to ask them. Depending on the number of days the school has to close, they may not have a choice between Saturday school days or days taken away from April vacation. He presented three options: 1) 2 school days on Saturdays March 20 and April 10; 2) cancel April vacation and have class on April 20-23; and 3) a combination of the two if many days are cancelled.

Ms. Dobrow suggested that he explain the situation to parents, noting that the Administration hopes that this alternate calendar will not be needed. If parents have strong feelings about the alternate calendar, they can voice their opinions. Mr. Sander asked if they could extend the school year in June, and Mr. Brandmeyer said it was not an option. Mr. Brandmeyer said if they do not hold school on Saturdays, they would have to hold it during April vacation. He will get more information and have the Committee vote on it later.

Mr. Brandmeyer told the Committee that they have also done detailed planning for the continuity of school operations, including a draft protocol to follow when faculty are out. They have asked teachers to build a week's unit related to the regular courses, and have the directions and materials so that someone else could teach the class in their absence. Half of the school staff is support staff. The Administration has explored the minimum number of staff and teachers needed to keep the school operating. He reported that the plan was in final draft stage. Ms. Sterling said they are increasing their pool of substitute teachers to ensure they are well prepared for faculty sickness. Mr. Brandmeyer said they don't anticipate closing in the short run, and could still run school operations and have continuity of learning even with only half the staff.

Mr. Schmertzler asked how they would deal with students making up school work when many students are in and out of school. Mr. Brandmeyer said it will be a challenge and they will have interruptions, but he thinks they are in good shape to respond. Ms. Dobrow thanked Mr. Brandmeyer for his reports.

#### D. 2009 MCAS Results: Preliminary Report

Ms. Sterling presented information about the state's statistic called Adequate Yearly Progress [AYP], as it relates to Spring 2009 MCAS exams in English Language Arts and Mathematics. Across the State under No Child Left Behind [NCLB], the threshold for minimum MCAS scores rose significantly and many school districts across the state (including many better performing ones) did not meet these hurdles, at least for sub-populations within their schools. The Lincoln district as a whole ended up in the Accountability Status Improvement Year 2, because one or more racial or income subgroups did not make the MCAS threshold in 2008 and 2009, even if the groups differed in one year from the other.

Ms. Sterling explained that in Lincoln, the Hanscom scores do not report subgroups because there is too small a number of students in these sub-categories. Hanscom scores are still included in the District's totals. The Administration has to manually create subgroups at Hanscom by looking at individual students, and they are doing this. Ms. Sterling confirmed for Ms. Glass that one child could fit into many different subgroups and be reflected multiple times in various sub-group scores.

Ms. Sterling said the District met AYP, and the performance rating is high, and they have done well, but if a subgroup in the District does not do well, the whole District is rated as "needs improvement". They need to analyze the data more to see what is happening in the different grade-spans. There are two ways that they can meet the AYP target: 1) by meeting the state target, or 2) by meeting the gain target. She is encouraged that the overall math scores rose significantly and met the target overall, but not for every subgroup. [The subgroups that are monitored by the state are: limited English proficiency, Special Education, Low Income, African-American/Black, Asian or Pacific Islander, Hispanic, Native American, and White.]

On the NCLB Accountability Status, Holliston's superintendent noted: "we are not alone." Ms. Sterling noted that many other districts have the same accountability status, such as Bedford, Concord, Weston, Harvard, Millis, and Wayland. The question is how well they are doing in ensuring that all students do well. They will keep working on it to get all students over the bar. As the District is in improvement year 2, the district has to notify parents, revise the school improvement plan based on the new data, and provide schools with technical assistance. As Hanscom Middle School receives federal Title I funds (the only school in the district to receive such monies), those parents have the theoretical choice to

transfer their students to another school, but in this district, unlike a large urban district, there is no such other option. Supplemental educational services must be offered to all low-income students in the school. In addition, 10% of Title I funds must be used for targeted professional development.

Mr. Schmertzler asked whether the report takes account of the student turnover at Hanscom with 1/3 of the students changing annually. Ms. Sterling said it doesn't, but the Administration is redoubling its efforts to assess all incoming students to know them better. They are working to improve Hanscom's analysis tools. Hanscom Middle School is small, and they can help them on an individual basis, which is good. She has sympathy for these students moving in and out of the District.

Mr. Sander confirmed that the supplemental services required apply only to Hanscom Middle School which Ms. Sterling said they do.

Mr. Brandmeyer shifted the conversation to a new paradigm being developed for reporting on MCAS progress: *the growth model*. In the ten years that MCAS has existed, they have tried to measure the growth of student progress. MCAS is a snapshot in time and is not a valid comparison, but so much is riding on it. He said that 54 percent of the districts in the state are in improvement status under AYP. Massachusetts has the highest proficiencies and sets higher standards than other states. MCAS scores are compared to the previous year's test which doesn't make sense since different students are taking different tests. Mr. Brandmeyer said that the growth model evaluates how *individual students* do year to year. The big fear is that when the *Globe* gets the results of the new statistic, they will use it to rank schools, which is misleading and not a correct use of the growth model, since you can't average percentiles. He thinks the growth statistic will be better than AYP, and the state may eventually jettison the AYP statistic because it is not a good way of judging student and school performance.

Ms. Glass asked how we look as a District? Mr. Brandmeyer said that Cognos has the state database on student data. They look at student growth, and it is smarter to focus on students who demonstrate learning problems. It measures student growth in percentiles, is a more predictive statistic, and identifies where there is positive or insufficient growth. Ms. Sterling noted that she is skeptical of the new growth model statistic since it is so hard to explain, but she agrees that they can't get information from one MCAS test. She wondered what the growth score does for transient students, and she thinks that AYP is a very poor metric. They will disaggregate the MCAS results to see how individual students are doing. She said it takes time to analyze the results as they are using new state-supplied software called Data Warehouse. She will bring a full MCAS report to the Committee in November. They will look closely at subgroups and work with teachers to develop intervention plans for those students who need them.

Ms. Dobrow thanked them for their work and appreciated the time and effort required to analyze the results. She asked what their plan was for informing parents. Ms. Sterling said a letter to them is required, but said the metrics are confusing. Ms. Dobrow said it was hard to know how to explain the results because of the way MCAS is bandied about. She asked that they do a coffee to talk to parents. Ms. Sterling is happy to attend meetings and believes that informal discussion is more helpful. She asked how they wanted the administration to use their time, which is limited. They will write the letter and look for ways to create opportunities to discuss the issue informally with parents. She stressed that she is always available to talk to concerned parents. Ms. Glass suggested the principals' coffees as venues for that discussion. Ms. Dobrow suggested that they explain AYP and subgroups at a high level, but worries that the system is hard to understand. She recommended pointing out that MCAS is one tool in their assessment of students. Mr. Orgel said they need to create forums to talk about the issue as the headline does not look good. He urged them to convey the good news in the letter to parents. Mr. Sander recommended that the letter might be used to direct interested parents to such a discussion of the results, and interested parents could contact the school. He noted that the letter should also discuss the Action Research Teams being formed to work on issues relating to the achievement gap. Jason Felsch asked about the impact of the MCAS results and whether funding was an issue on a state and federal level. Mr. Brandmeyer said the state has cut funding unless a district has a serious problem. Title I is a federal grant given to schools that have low-income students, and Hanscom Middle School is our only Title I school and receives around \$30,000 in federal aid.

Jillian Darling thanked the administration for making memos and reports available before the meetings. She asked what independent method they are using to address the disparities on student performance; we are a small district that can educate students, and she is concerned about the subgroups of students. Ms. Sterling said MCAS sometimes takes students away from getting the instruction they need. They will highlight the items they are doing to meet Lincoln key outcomes. Ms. Dobrow thanked them for their report.

#### E. District Work Plans 2009-2010: Presentation and Approval

Mr. Brandmeyer presented the District Work Plans and highlighted the four goal categories: 1) Curriculum, Instruction, and Assessment; 2) Teacher Excellence and Professional Development; 3) Leadership and School Culture; and 4) Facilities, Operations, Health and Safety. The Committee will receive progress reports at their meetings on the dates mentioned on the work plans, and those dates are on the long-range plan, presented at the last meeting. Mr. Brandmeyer said there will be math presentations to parents on the new Impact Mathematics curriculum for grades 6-8 on October 1 in Lincoln and on October 29 at Hanscom. One of their big goals is to refine instruction and assessment practices in literacy in all grades, which has not previously been done. They are implementing new programs in math and science for the preschool, implementing a new middle school math program, undertaking a new engineering program for grades 7-8 and a restructured science program in grades 6-8 and increasing community service learning and civic engagement in middle school. They will also implement plans to address the needs of subgroups that did not meet AYP.

For Assessment and Reporting, the district will collaborate with state agencies to achieve accreditations and meet requirements. Stephanie Powers, Administrator of Student Services, is pursuing NAEYC accreditation for the preschool program and the Lincoln and Hanscom Kindergarten programs. Ms. Powers is also implementing new processes and procedures for Instructional Support Teams to use before students get to the stage of needing special education. They will collaborate with teachers to come up with strategies to intervene in the students' learning. The district will expand the capacity to respond to students with disabilities who are served through 504 Accommodation Plans, which are required by the federal government. 504 Plans are for students who have medical issues that need to be accommodated, not for students who have learning disabilities. Ms. Sterling said they have started their meetings about common assessments and are looking at the student data.

Mr. Sander asked about differentiation of instruction in Everyday Math. He asked why advanced learning opportunities were not included in the district goals. Ms. Sterling said they have spent lots of effort on the issue, and they continue to spend time on it, but they are not including a report on it. The issue is now part of what they do every day. Mr. Sander said he still wanted to hear about differentiation and advanced learning opportunities and worries that without an active focus on these issues, it runs the risk of being crowded out by other initiatives. Mr. Brandmeyer said they are continuing their support on Everyday Math, will include a report on those two issues and add it to the Work Plans. Ms. Sterling emphasized that they have continued to work on those issues. Mr. Orgel asked what happened with the parent committee on high achieving students. Ms. Sterling responded that the group is not active; they received their recommendations and reported on those last June. She mentioned there was a story in the *Globe West* on the Virtual High School program.

Ms. Dobrow said she was excited about the professional development for paraprofessionals. Ms. Sterling said many districts do not provide as much professional development as Lincoln does. She said they held the second session for 30 paraprofessionals who assist students instructionally. Ellen Metzger led their session today and trained them in math. In the next two weeks Judy Merra will train paraprofessionals in English Language Arts. Mr. Brandmeyer said Charlie Applestein is training paraprofessionals on the different learning needs and learning styles. Ms. Sterling said they are working on increasing the caliber of their assistants who can help in classrooms so teachers can focus more on student differentiation.

Ms. Glass asked if School Committee members could sit in on Action Research Teams' presentations to the faculty. Mr. Brandmeyer said in mid-January they will include a report.

Mr. Creel went over the Facilities, Operations, Health and Safety goal category. They will receive the Massachusetts School Building Authority [MSBA] determination on the Lincoln School's Statement of Interest [SOI] in the next few weeks. He said things looked more positive for the Hanscom Middle School building project. Ms. Glass asked about the Wellness Policy, and Mr. Brandmeyer said they will be implementing it.

Ms. Dobrow moved, and Ms. Glass seconded, the motion to approve the District Work Plans with the additions. The Committee voted unanimously to approve the District Work Plans.

#### VI. Superintendent's Report

Mr. Brandmeyer reported on the DDESS visit to the Hanscom Schools. He said the visit went as well as it could. He said that Lt. Col. Randy Robertson was great and attended the entire visit. He said the students and teachers were well-focused and organized, and the tour was terrific. He said they were on the right track. He said the visitors reported that they have the strongest collaboration they have seen

between the Base and the District, and they are impressed with the levels of resources available and how these resources were going to students. Lt. Col. Robertson reported that they were impressed with the collaboration, and he thanked everyone for making a great impression. In other news, Mr. Brandmeyer said next week they are launching the Nutrikids POS program for paying for school lunches, and they hope it will be a success.

#### VII. Curriculum

Ms. Sterling reported that she attended a fabulous 5<sup>th</sup> grade Spanish FLES class. 96 percent of the 20 minutes of the class is spent speaking Spanish. She also attended an 8<sup>th</sup> grade social studies class and participated as a juror in a mock trial.

#### VIII. Policy

None.

#### IX. Facilities and Financial

##### A. Warrant Approval

Mr. Creel presented the payroll warrants totaling \$524,545.00 and the accounts payable warrants totaling \$123,526.80 for a total of \$648,071.80. Mr. Schmertzler reviewed the warrants. Ms. Glass moved to approve the warrants, with Mr. Sander seconding the motion. The Committee voted unanimously to approve the warrants.

##### B. Establish Budget Guidelines and Timeline for FY 2011 Budget Process

Mr. Creel developed a draft of budget guidelines and a proposed timeline for the FY11 Budget. Personnel costs account for 77 percent of the budget. They have a 10 to 15 percent turnover in the teaching staff each year. They plan to maintain small class sizes. They are making preparatory efforts to look at the grants, gifts, and tuitions that fund positions to see whether they can include the positions in the budget. Ms. Dobrow asked if they were projecting level funding from grants and state aid and asked if it was consistent with what the Town was doing. Mr. Creel said Chapter 70 funds, which the Town gets from the state, are not directly sent to the schools. Mr. Creel said they can build reasonable projections for the METCO, Circuit Breaker, Kindergarten, and Special Education grants from the state. Ms. Dobrow said they have seen a decrease in the METCO grant and asked if it was OK to project level funding, or should they project those monies more conservatively?

Mr. Creel said they could adjust the Kindergarten grant, and they always run the METCO program within the costs of the grant. They do not yet know what the Governor's budget will be. He asked for thoughts on how they could take savings going forward. They will plan on current funding and continuing METCO, but acknowledged that they may have to adjust things if the grant decreases. Mr. Schmertzler asked whether they needed placeholders for budget cuts and how potential mid-year cuts would impact FY11 planning. Mr. Creel reminded them the timeline was for FY11 and if there are mid-year budget cuts in FY10, they may need to have an additional meeting in December. Mr. Sander asked him to change some incorrect dates in the memo.

Ms. Dobrow moved, and Ms. Glass seconded, the motion to establish guidelines for the development of the FY11 budget as in the memo. The Committee voted unanimously to establish the guidelines.

##### C. Proposal for FY 2011 Capital Projects: Initial Discussion

Mr. Creel presented the list of FY11 capital projects to be submitted to the Capital Planning Committee. He explained that tangible assets with a useful life of at least 5 years and costing over \$15,000 are included on the list. There are 10 projects on the list, including resealing seams on the Brooks roofs at a cost of \$55,000. Part of the roof was replaced in 1994 with black EPDM material, a black rubber-like membrane. Such roofs should last for over 20 years, but there are leaks and water bubbles in the existing roof. They would reseam the roof, but not replace the portion of the roof above the auditorium block since that might be torn down if the school does any new construction.

Mr. Creel noted that despite the bad economic conditions, certain projects need to be undertaken and then outlined his September 12 memo. Mr. Schmertzler suggested that they replace the maintenance van with a hybrid vehicle. Mr. Creel said they would like a pick-up truck with side toolboxes that could pull a trailer and hybrid vehicles can't do this, but they may possibly replace their courier vehicle with a hybrid. They have explored alternative fuel vehicles, but there is no local refueling station.

Mr. Orgel asked why there wasn't a project for instructional technology. Mr. Brandmeyer said Lincoln is in the third of a five-year cycle for replacing computers. In FY13 they will begin replacing

computers. He is comfortable that they have enough equipment. Mr. Brandmeyer said the Finance Committee met that morning, and Lincoln can do the Hartwell Door Project this year at an estimated cost of \$15,600; the project was approved for FY10, but was delayed due to the budget shortfall.

Ms. Dobrow thanked Mr. Creel for his work.

#### X. Old Business

##### A. Discussion of Possible Budget Reductions for FY 10

Mr. Brandmeyer presented the Finance Committee's September 8 memo, outlining Lincoln's \$444,845 budget shortfall in FY10. The Lincoln schools have given the Town some add backs, narrowing the gap to \$197,845. The K-8 schools have been asked to save an additional \$86,758, and he plans to recommend cutting \$21,000 from ESY (the extended school year) and \$65,000 from a special education teacher. They will be able to use federal stimulus money to pay for the teacher's salary. These solutions will impact the FY11 budget, because the Finance Committee guidelines will be based on an FY10 budget that is 2.3% lower. He also noted that state aid could be cut by as much as 20 percent further and there could be further state or town budget shortfalls in FY10.

Mr. Brandmeyer said the Town and schools have two options. Option one: apply \$247,000 of add backs, transfer \$89,000 from the Lincoln-Sudbury Stabilization Fund, reduce the general insurance fund by \$36,000, use \$72,000 of free cash. He said this option could make it difficult if there are other cuts mid-year that need to be accounted for. Option two: apply \$122,000 of add backs, reduce the general insurance fund by \$36,000, apply \$125,000 of the pre-purchase of special education tuitions, replace \$85,000 with stimulus funds, and use \$76,000 of free cash. Option two has the advantage of beginning FY 11 at the same point as FY 10 instead of the 2.3 percent decrease. The Finance Committee will meet to approve one of the options on October 1.

Mr. Orgel asked whether the stimulus money was secure, and Mr. Brandmeyer said it was. Mr. Orgel also said it was best to keep them even at the base budget. Mr. Brandmeyer said he will draft an impact statement for the Finance Committee, and Mr. Schmertzler will provide feedback to the draft. Mr. Brandmeyer likes Option 2.

Ms. Dobrow attended a productive meeting on collaboration with Sudbury and Wayland superintendents and school committee members. The group discussed collaborating or consolidating to save money that doesn't compromise educational objectives. The spirit was positive as they discussed issues like swine flu. Susan Iuliano and Ms. Dobrow will develop a name and a statement of purpose for the group. The superintendents will talk about communication plans and other initiatives. The other Sudbury consolidation group is on hiatus, even though some in Sudbury are still eager to consolidate Sudbury schools or Lincoln's and Sudbury's schools.

#### XI. New Business

Ms. Dobrow said they need a representative to attend the Newcomers Party on October 18. Mr. Schmertzler will attend, and Ms. Glass may also attend.

Ms. Jillian Darling said the PTA Newcomers party is on October 17.

Mr. Brandmeyer said they were asked to host a forum for the Democratic candidates for U.S. Senate in the school auditorium by the Democratic Town Committee. They do not know the date yet, but it may happen December 3. He asked that the Committee consider moving its December 3 meeting to December 10.

#### XII. Approval of Minutes

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to approve the June 11, 2009 meeting minutes. The Committee voted unanimously to approve the minutes.

#### XIII. Information Enclosures

None.

#### XIV. Adjournment

On motion by Ms. Dobrow, seconded by Mr. Sander, the Committee voted unanimously to go into Executive Session for the purpose of contract negotiations. The Committee would not return to open session. Ms. Dobrow, yes; Mr. Sander, yes; Mr. Schmertzler, yes; Mr. Orgel, yes; Ms. Glass, yes. The open session adjourned at 9:55 pm.

Respectfully submitted,  
Sarah G. Marcotte, Recording Secretary