



Rebecca McFall, Ed. D., Superintendent

Lincoln Public Schools
Ballfield Road, Lincoln, MA 01773

19-20:26
March 11, 2020

Core Values

- Excellence and Innovation in Teaching and Learning
- Respect for Every Individual
- Collaboration and Community

See Pages 14-19 for
Employment
Opportunities

Superintendent's Bulletin

The Superintendent's Bulletin is typically posted on the Lincoln Public Schools website each Wednesday during the school year. It provides timely, relevant information about meetings, professional development opportunities, curriculum and program development, grant awards, and School Committee news.

Dear LPS Community,

The Governor's Press Conference held yesterday afternoon shared the current status of COVID-19 cases in our state and emphasized how quickly the levels of cases can escalate. In light of the data and the recommendations provided by Governor Baker and Commissioner of Education Jeff Riley, we are putting additional plans in place to ensure that we do everything we can to mitigate the spread of COVID-19 within our school communities. Right now, the level of risk in our school communities is low. Our goal is to take steps that will ensure that we remain at a low risk status. The best way we can do this is by minimizing the contact of our students and staff to persons who may be carrying the COVID-19 virus, even if they are asymptomatic. As a result, we are putting steps in place to limit the number of people who are in our school buildings potentially touching surfaces or coming into contact with students and staff. In addition, we will be curtailing, postponing, or restructuring many school events that are scheduled to take place in the near future.

What we know about the virus, the number of infected people, and how best to prevent the spread of COVID-19 is evolving each day. The plan that I am outlining today is intended to be in place for the next 30 days. During this time, we will continue to assess the situation, and we will reduce, extend, or expand the restrictions as needed. Please know that we are doing the best we can to respond effectively, while also maintaining a sense of normalcy and routine for the children in our schools.

The following practices are being put in place based upon the recommendations of Governor Baker, Commissioner Riley, and our legal counsel. I am certain that there will be details that we will need to refine or revisit. There will also be questions that we simply don't know the answers to, especially related to future timelines. Please be patient as we navigate these serious and difficult circumstances. In addition, I would like you to be aware that we have many students, staff, and family members who have compromised immune systems or are medically fragile. While some of these steps may seem unnecessary to one person, they are exactly what others need to attend school or come to work.

School Sponsored Events in our Schools

Beginning as soon as possible and no later than tomorrow, March 12, 2020, we are limiting access to the schools to students and employees only, with a few exceptions.

We will be postponing, cancelling or rescheduling events that include invitations to parents, extended family members, and outside guests. This means that events like plays and musicals may be performed for a student audience within the school day but will not be open to parents and community members at this time. We will do our best to take steps to allow parents and family members to view the performances via video or other measures. Performances may also be rescheduled to later in the year.

Community events that are scheduled in our gyms and auditoriums or other large spaces will be cancelled. The reason for this is twofold. First, current guidance is to eliminate large group gatherings especially with anyone who may come in contact with persons outside our community. Second, our custodial staff is working hard to carry out consistent cleaning efforts, and we need to provide them the evening time to do this work and reduce the amount of surface contact that occurs as best we can.

Superintendent's Letter, Continued

There may be exceptions for Town-sponsored events, and we will take precautions and enlist additional cleaning measures if spaces are used. The decision regarding whether to postpone Town Meeting and the Election, public events which are held on campus, will be made by town leadership as circumstances evolve over the next week or so.

Events that involve only students and staff may continue. For example, students involved in after school drama, clubs, and athletics may continue to meet, rehearse, and practice. However, we will not be traveling to other schools nor playing games with other schools. Our spring athletics will move forward with sign-ups and practice. The first games are not until early to mid-April, and we will make additional decisions as we move forward.

Field Trips

At this time, all field trips will be cancelled for the next 30 days. Exceptions may be made for field trips within our community where students will not come in contact with people from outside our school community.

Conferences and Travel

(Per the Governor and Commissioner)

Students and staff should not attend out-of-district conferences or workshops at this time.

International travel for students (school sponsored) is being cancelled for the remainder of this school year.

Out-of-state travel for students (school sponsored) should be cancelled at this time. We have two trips to Washington D.C. scheduled for eighth grade students in May. It is likely that these trips will be cancelled, but we will hold off as long as possible on cancelling given financial implications in the hope that conditions will change by May. The Massachusetts Superintendents are sending joint-letters to education tour groups including, EF and World Strides advocating for changes to their cancellation policies to assist with refunds to families. We will keep you posted.

Individuals should take into serious consideration personal travel plans over the April vacation.

Events That Will Still Take Place

Parent Conferences

These are not large group gatherings and will remain scheduled. We ask that everyone follow universal precautions:

- WASH YOUR HANDS before and after conferences.
- Avoid touching surfaces and your eyes, nose, and mouth.
- Keep at least six (6) feet of distance between people to avoid close contact.
- Do not shake hands; a smile, thank you, and head nod will suffice.

Individual parent meetings within the school. i.e., IEP Team meetings, meetings with the principal will continue as planned.

Open Meetings

School Committee, School Building Committee, and other open meetings will continue to be held until further notice.

What We Can All Do to Help Mitigate the Spread of COVID-19

Follow universal precautions:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth with unwashed hands.

Superintendent's Letter, Continued

- Stay home while you are sick.
- Wash your hands often with soap and water for at least 20 seconds.
- Clean high-touch surfaces.

Our custodial staff and technology staff are regularly cleaning high-touch surfaces. Our night custodians are doing deep cleaning and disinfecting of surfaces each night.

If students or staff are sick, they should stay home, especially if fever is present. With this in mind, we also want and need students and staff to be at school/work.

Please keep the school administration informed of any travel or contact with persons with presumptive or verified cases of COVID-19.

School Cancellation

At this time, we do not have any reason to cancel school. At this time, If we do cancel school for any reason, we will need to use our "snow days" built into our calendar. We will not have to make up additional days beyond the five days built into the calendar.

Remote Learning

The Massachusetts Department of Elementary and Secondary education is not approving remote learning for pre-K through grade 12 schools.

Parent Choice to Keep Students Home

Parents may always make the decisions that are best for their family. At this time, self-quarantine is considered to be 14 days. However, if you plan to keep your child out of school for an extended period of time, beyond a 14-day self-quarantine period, you may be required to unenroll your child and to submit a Home School Plan.

Finally, I want to remind everyone that events such as this can bring out the best in a community and can also bring out the worst. Please remember that the strength of our community and how we get through this event is dependent upon how we care for each other and reach out to those in need. We may have a tendency to look out for ourselves, intentionally or unintentionally profile others, or carry out actions that are felt as microaggressions. Let us all rise to the occasion and do all that we can to support each other to ensure that every student, staff member, and family feels supported, safe, and cared for. I recommend we all read this document regarding civil rights related to COVID-19.

<https://content.govdelivery.com/accounts/USED/bulletins/27f5130>.

It is also important to remember that how we carry ourselves as adults impacts how our students experience a potentially stressful experience. Managing our own anxiety and outward expressions positively impacts our students.

Again, I am certain that I have not covered everything and that things will change as we move forward. If you have questions or concerns, please start by checking in with your building administrators, and they can respond or gather information from the appropriate sources.

We have created a webpage: <https://www.lincnet.org/covid19> where you will find all communications and resources related to COVID-19. We will continue to add to the resources and will communicate as events progress.

Stay Well,

Becky

District Calendar of Upcoming Events

- Wednesday, March 11 ... Superintendent's Office Hours
8:00 – 10:00 a.m.
- Thursday, March 12 ... School Building Committee, Outreach Subcommittee Meeting – 10:00-11:30 a.m.–Hartwell Multipurpose Rm.
... School Committee Meeting
7:00 p.m. – Hartwell Multipurpose Room
- Friday, March 13 ... School Building Committee, Power Purchase Agreement (PPA) Subcommittee Meeting – 7:30 a.m. – Hartwell Multipurpose Room
- Wednesday, March 18 ... TENTATIVE School Building Committee Meeting (SBC)/Public Forum: **SBC** - 6:30-7:30 p.m.
Forum 7:30-9:00 p.m. – Hartwell Multipurpose Room
- Thursday, March 19 ... SBC, Outreach Subcommittee Meeting
10:00 – 11:30 a.m. – Hartwell Multipurpose Room
- Wednesday, March 25 ... Superintendent's Office Hours
1:00 – 3:00 p.m.
- Thursday, March 26 ... School Committee Meeting
7:00 p.m. – Hartwell Multipurpose Room
- Saturday, March 28 ... Annual Town Meeting
9:30 a.m. – Brooks Auditorium
- Thursday, April 16 ... School Committee Meeting
7:00 p.m. – Town Hall, Donaldson Room
- Monday, April 20 ... Patriot's Day – Schools and Offices Closed
- Tuesday – Friday April 21-24 ... April Vacation – Schools Closed
- Thursday, April 30 ... School Committee Meeting
7:00 p.m. – Town Hall, Donaldson Room
- Monday, May 7 & Monday, May 11 ... Appointments for Hanscom Primary School Kindergarten Screening (*See page 8.*)
- Monday, June 1 ... Appointments for Hanscom Primary School Kindergarten Screening (*See page 8.*)

Update: Lincoln School Project *Honoring our History, Building Our Future*

~~~SAVE THE DATES~~~

WEDNESDAY, MARCH 18, 7:30PM: COMMUNITY FORUM, Hartwell Multipurpose Room  
SATURDAY, MARCH 28, 9:30AM: SPECIAL TOWN MEETING, Donaldson Auditorium

In the wake of the February 12 meeting when the SBC had to cut \$3.5M of scope out of the project to keep it on time and on budget, the SBC voted to pursue funding for the restoration of key project elements totaling about \$2M.

This vote launched a round of communication with the School Committee, Board of Selectmen and the Finance Committee to request, and plan, for a Special Town Meeting to be held on the same day as the Annual Town Meeting (March 28).

### **When is the Special Town Meeting?**

The same day as the Annual Town Meeting: Saturday, March 28, 2020 at 9:30am. Hoping the Special Town Meeting can be completed by 10:30am so we can begin the Annual Town Meeting.

### **Why is the Special Town Meeting on the same day as the Annual Town Meeting?**

The warrant closed on January 26, and the only way to consider a new item is to call a Special Town Meeting. On February 24, at the request of the School Committee, the Board of Selectmen voted to call a Special Town Meeting for the purpose of considering additional capital requests for the Lincoln School building project. *The Annual Town Meeting will begin as soon as the Special Town Meeting has ended.*

### **What is being decided at the Special Town Meeting?**

Residents will consider approving items that the SBC has prioritized. About \$2M in additional funds is required to reinstate all the prioritized features of the school project that had to be eliminated to close the gap between the final estimates and the actual construction bids. The SBC is exploring options that use existing Free Cash and/or Stabilization funds.

### **What are we voting on?**

1. About \$2M of priority items (see below) related to the educational program, quality of the interior and exterior environment, community use of the building and the campus, and the long-term value of our investment. The SBC and the Finance Committee are discussing whether this request will come forward as one or more motions. The SBC will be meeting on March 17<sup>th</sup> and will update the community as soon as information is finalized.
2. Funds from the Cable Revolving Fund to be used for technology upgrades in the Auditorium (*note: This is not a new request. Originally this was on the Annual Town Meeting warrant. It has been moved to the STM to keep all project-related items together.*)

### **Why is the Special Town Meeting Important?**

These are high-priority items that had to be cut from the project to stay on time and on budget. If the community wants them to be added back into the project, residents must vote to fund them at the Special Town Meeting. Our contractor, Consigli, needs to know exactly which items are part of the project in order to execute final contracts.

*To learn more about what's on the list and why the bids came in over budget, read more at <https://lincolnsbc.org/wp-content/uploads/2020/03/VE-List-Final-Approved-Website-VERSION-2020-0226.pdf> and <https://lincolnsbc.org/wp-content/uploads/2020/03/Special-Town-Meeting-FAQs-final-for-mailing.pdf>*





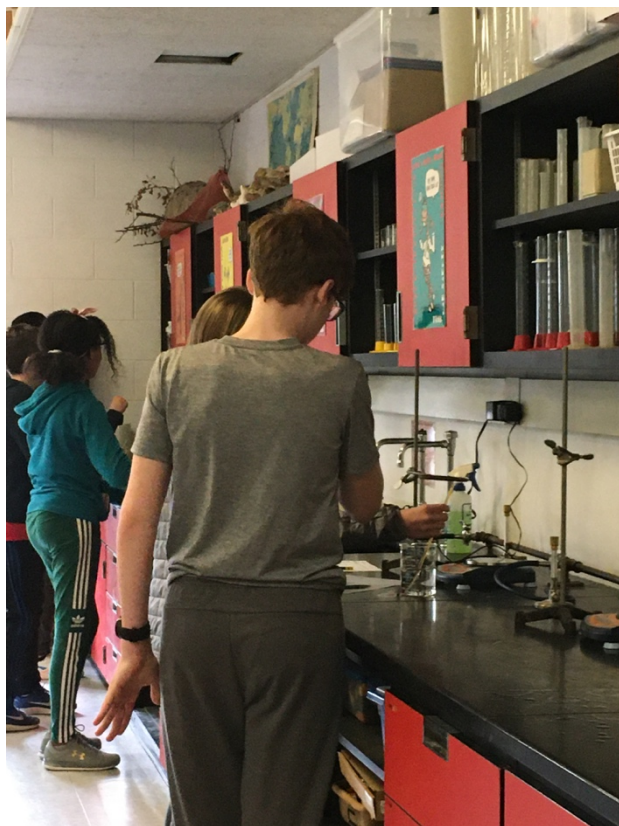
## Great Learning

Sharon Hobbs, Lincoln School 5-8 Principal

Our 8th grade scientists are learning about chemical reactions! In their quest to discover the difference between an exothermic and endothermic reaction, students tested different substances with water to find out which solution would make the best cold pack to treat an injury. Students discovered that some reactions release heat while others absorb heat.

Also, thank you to Scott Burke, Devon Burroughs, Jodie Conway, Steve Cullen and Dan Pereira (not pictured) for being the Lincoln representatives at the L-S Harlem Warriors game on Monday. We appreciated their willingness to represent our school!

*(Picture credit to Erich Ledebuhr)*



## News and Information

To share news with your colleagues, email Janice Gross at [jgross@lincnet.org](mailto:jgross@lincnet.org)

### Message from Sarah Collmer

Principal, Lincoln School K-5  
781-259-9404

#### Re: Kindergarten Registration for Fall 2020

We are excited to be starting the kindergarten registration process and hope that your child will be joining us in the fall! Children who are Lincoln residents and **who will be five years of age by October 1, 2020** are eligible to enroll.

Please inform us about your plans by sending the *Intent to Register* form to the school, or by completing the online *Intent to Register* form accessible at: [https://www.lincnet.org/site/handlers/filedownload.ashx?moduleinstanceid=8746&dataid=20568&FileName=K intent to register letter.pdf](https://www.lincnet.org/site/handlers/filedownload.ashx?moduleinstanceid=8746&dataid=20568&FileName=K%20intent%20to%20register%20letter.pdf). The form is also available via the Lincoln School K-4 website.

*Note: Students who are currently enrolled at the Lincoln Preschool do not need to register since they are already enrolled in the Lincoln Public Schools. We would, however, appreciate receiving the Intent to Register form.*

We look forward to welcoming your child and working with you to ensure that your child's first school experience is a happy and successful one.

### 2020 – 2021 Employee Student Enrollment in Lincoln Preschool and Lincoln School K-8

The deadline to submit a written request to the Superintendent to have employee children enrolled in the Lincoln Preschool or the Lincoln School K-8 for the school year 2020-2021 is **Wednesday, April 1, 2020 at noon**.

Requests must be made, in writing, on an annual basis. Please include the following information:

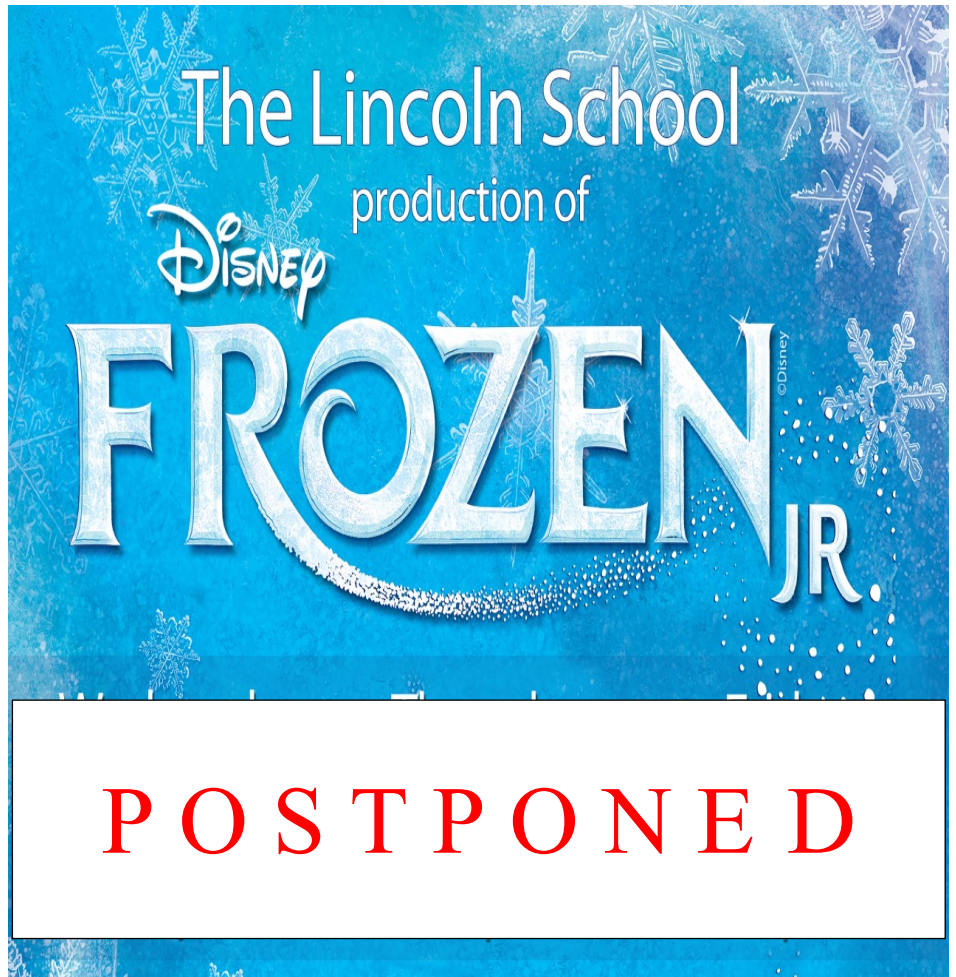
- your child(ren)'s name and date of birth;
- your child(ren)'s grade in 2020-2021 school year; and
- your complete mailing address (street, city/town, state, zip code).

Notification of status of requests will be sent in mid-April.

News and Information, Continued

**Lincoln Middle Schoolers  
Perform Disney's *Frozen JR.*  
- NEXT WEEK!**

Get ready to join Princesses Anna and Elsa - along with charming friends Olaf, Kristoff, and Sven - as they go on a magical, emotional journey to find each other and the strength of their sibling bond. *Frozen JR.*, which includes a hardworking cast and crew of over 50 students, will feature all of the show-stopping songs from the animated film, plus five new ones written for the Broadway producer performances are Wednesday, March 18th at 3 pm and Thursday and Friday, March 19th to 20th at 7 pm in the Donaldson Auditorium at Lincoln Public School. Family-friendly and appropriate for all ages. Tickets available at the door (adults, \$10; students and seniors, \$5).



**Message from Julie Vincentsen**  
Principal, Hanscom Primary School  
781-274-7721

Do you have a rising kindergartner? Do you know of a child in the neighborhood who is eligible to start kindergarten in the fall?

If so, help us spread the word that we will be holding Kindergarten Screening on the following days:

Thursday, May 7  
Monday, May 11  
Monday, June 11

Please call the Main Office at 781-274-7721 to schedule an appointment.





News and Information, Continued

## County Retirement System's 2020 Pension Education Program

See Email Below and Flyer on Page 10

**From:** Tom Gibson [mailto:[tgibson@middlesexretirement.org](mailto:tgibson@middlesexretirement.org)]  
**Sent:** Tuesday, March 10, 2020 2:22 PM  
**To:** Thomas Gibson; Lisa Maloney; Francine Kollias  
**Subject:** Middlesex Retirement 2020 Pension Education Program

Hello –

We are pleased to announce that the Middlesex County Retirement System's 2020 Pension Education Program is underway. The presentation for members of MCRS who are employed by your unit is scheduled for Tuesday, April 7, 2020 @ 4:00 p.m. at the Buck Auditorium, Billerica Town Hall 365 Boston Road, Billerica, MA 01821. Your assistance in publicizing this event with our members would be greatly appreciated. Kindly ensure that the attached notice is posted and forwarded to all departments and employees. (Please note that public school teachers are not members of the Middlesex County Retirement System).

The Middlesex County Retirement Board strongly advocates pension education for both active and retired members. The Board is presenting these regional educational meetings throughout Middlesex County to present helpful information about the public retirement system and Social Security. The annual presentations have proven to be very popular and useful to our members, and we respectfully request your assistance in continuing this successful program.

Members can register by [clicking here](#), or by going to [www.middlesexretirement.org](http://www.middlesexretirement.org) and clicking on the link on our home page.

***N.B. We are closely monitoring local, state and federal responses to the spread of COVID-19, the extent of which remains uncertain at this time. Our members will be promptly advised of any changes to this scheduled event.***

Thank you for your attention to this important matter.

Thomas F. Gibson, Chairman  
Middlesex County Retirement Board  
P.O. Box 160  
25 Linnell Circle  
Billerica, MA 01865  
TEL: 978-439-3000  
FAX: 978-439-3051

E: [tgibson@middlesexretirement.org](mailto:tgibson@middlesexretirement.org)

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*Commonwealth of Massachusetts*  
**MIDDLESEX COUNTY RETIREMENT SYSTEM**  
25 LINNELL CIRCLE • P.O. BOX 160 • BILLERICA, MA 01865  
WWW.MIDDLESEXRETIREMENT.ORG

*Over 100 Years of Public Service*

**CHAIRMAN**  
THOMAS F. GIBSON, ESQ.

BRIAN P. CURTIN

JOSEPH W. KEARNS

JOHN BROWN

ROBERT W. HEALY

**Chief Administrative Officer**  
LISA MALONEY, ESQ.

**MCRS 2020 PENSION EDUCATION SERIES**

For Members of the Middlesex County Retirement System  
Employed by:

BEDFORD, BILLERICA, CARLISLE, LINCOLN, WESTON  
BEDFORD HOUSING AUTHORITY, BILLERICA HOUSING AUTHORITY  
LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT (Non-Teachers)  
EAST MIDDLESEX MOSQUITO CONTROL PROJECT

***UNDERSTANDING YOUR PUBLIC PENSION AND SOCIAL SECURITY***

**DATE:** Tuesday, April 7, 2020

**TIME:** 4:00 p.m. – 6:00 p.m.

**PLACE:** Buck Auditorium, Billerica Town Hall  
365 Boston Road, Billerica, MA 01821

The Middlesex County Retirement Board is pleased to present to members of the Middlesex County Retirement System and their families our popular seminar on public employee retirement benefits and the basics of Social Security, including up to date information on how the “Windfall Elimination Provision” and “Government Pension Offset” impacts those benefits.

This session is important for your financial planning, whether you are a new member, a vested mid-career member, or nearing retirement. Topics include the retirement benefit calculation formula, health insurance, taxes, working after retirement, cost-of-living adjustments and how your retirement benefits interact with Social Security. By attending this seminar you will learn more about one of your most valuable assets. We look forward to having you join us.

**REGISTER NOW at**  
**[www.middlesexretirement.org](http://www.middlesexretirement.org)**

**TEL: 800-258-3805 • 978-439-3000 • FAX: 978-439-3050**  
**EMAIL: [MRS@MIDDLESEXRETIREMENT.ORG](mailto:MRS@MIDDLESEXRETIREMENT.ORG)**



## Professional Development

To register for PD offerings, please complete an LPS Conference/Workshop Request Form available at: <http://goo.gl/dlRDxZ>



### INITIATIVES for DEVELOPING EQUITY and ACHIVEMENT for STUDENTS

Invites your participation in the MAALANA Affinity Group

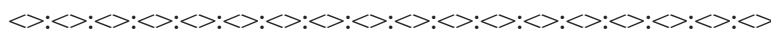
#### INVITATION TO AFFINITY GROUP FOR EDUCATORS OF COLOR 2019-2020

The IDEAS MAALANA affinity group provides a safe space for educators of color to network, support, and brainstorm on school-related issues of social justice. MAALANA also provides an opportunity to share each other's company and enjoy light refreshments. We meet eight times over the school year. An email reminder is sent out each month to remind folks to RSVP and a summary is sent after each meeting with links to articles on related topics. You only need to reply if you plan to attend. **There is no commitment to attend all meetings. Meeting time is from 3:30-5:030 on Fridays. We will meet in the Copper House Tavern of the Best Western Plus Hotel, which is located at 380 Winter Street, Waltham, MA. You can enter up the stairs from the parking lot and go through the patio.**

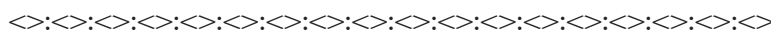
MAALANA is an affinity group designed to provide opportunities for educators of color from various communities in Massachusetts to share school experiences regarding topics such as: race, culture, ethnicity, power/privilege, culturally responsive teaching practices, and systemic social change to create educational equity. Strategies for addressing the academic achievement of children from diverse cultures, preparing all students to successfully navigate a culturally diverse society, and collaboration techniques among colleagues are reviewed and discussed.

MAALANA educators are Multiracial, Asian, Arab, African Descent, Latino/a, and or Native American teachers, advisors, counselors, administrators, staff, consultants, tutors, and retired educators who are the "only" or "one of few" of their racial/ethnic "affinity group" in their building or school system. Claudia A. Fox Tree has facilitated the monthly meetings since the 2006-2007 school year.

MAALANA is sponsored by IDEAS (Initiatives for Developing Equity and Achievement for Students) through EDCO (Educational collaborative located in Bedford, MA). **Two (2) contact hours will be awarded for attendance per meeting. These may be combined with IDEAS Book Group for a "bundle of 10."**

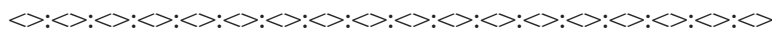


**REMAINING DATES FOR 2020-2021:** Fridays, unless otherwise noted, 3:30 – 5:30 p.m. – 3/13, 4/3, and 5/8 (Bring White Alley), with 6/12 as a potential make-up day in case we have snow or something that causes a canceled date.



Professional Development, EDCO MAALANA Infinity Group, Continued

2 PDPs will be awarded per meeting. Please RSVP [cfoxtree@gmail.com](mailto:cfoxtree@gmail.com) if you are attending. If you wish to receive these reminders, announcements, and summaries, please email [claudiafoxtree@gmail.com](mailto:claudiafoxtree@gmail.com) and request to JOIN the email list.

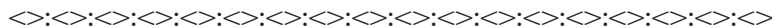


EDCO Collaborative, 36 Middlesex Turnpike, Bedford, MA 01730  
Tel: 617-738-5600 FAX: 781-290-4923

## INITIATIVES for DEVELOPING EQUITY and ACHIVEMENT for STUDENTS

**Invites your participation in the IDEAS Book Group**

**All meetings will be held in the Brooks School Library in Lincoln from 3:45 – 5:45.  
2 contact hours will be awarded for attendance per each meeting.**



The IDEAS Book Group provides an opportunity for educators from IDEAS and EDCO districts to meet and share thoughts on the selected books and to discuss how they relate to educational practices and current events.

The Book Group meets eight times over the school year. An email is sent out each month to remind Book Group members of the upcoming meeting. You need only reply if you can attend. **There is no commitment to attend all meetings. See below for remaining 2019-2020 IDEAS Book Selections and dates of meetings.**

***Heavy: An American Memoir*** by Kiese Laymon  
**March 12**

In Laymon’s essays, personal stories combine with piercing intellect to reflect both on the state of American society and on his experiences with abuse, which conjure conflicted feelings of shame, joy, confusion and humiliation. Laymon invites us to consider the consequences of growing up in a nation wholly obsessed with progress yet wholly disinterested in the messy work of reckoning with where we’ve been.

***How to Be Less Stupid About Race*** by Cyrstal M. Fleming  
**April 16**

This is your essential guide to breaking through the half-truths and ridiculous misconceptions that have thoroughly corrupted the way race is represented in the classroom, pop culture, media, and politics.

***Invisible: The Forgotten Story of the Black Woman Lawyer Who Took Down America’s Most Powerful Mobster*** by Stephen J. Carter  
**May 14**

She was black and a woman and a prosecutor, a graduate of Smith College and the granddaughter of slaves, as dazzlingly unlikely a combination as one could imagine in New York of the 1930s—and without the strategy she devised, Lucky Luciano, the most powerful Mafia boss in history, would never have been convicted. When special prosecutor Thomas E. Dewey selected twenty lawyers to help him clean up the city’s underworld, she was the only member of his team who was not a white male.



*Professional Development, EDCO IDEAS Book Group, Continued*

For more information about IDEAS Book Group, please contact Elli Stern at [ellistern123@gmail.com](mailto:ellistern123@gmail.com).  
EDCO Collaborative, 36 Middlesex Turnpike, Bedford, MA 01730  
Tel: 617-738-5600 FAX: 781-290-4923

## EDCO Collaborative

### **Adult Education After Dark** – Spring Courses are About to Begin!

All courses will run on Monday evenings from 6:30 p.m. to 8:30 p.m. starting on March 16, 2020 and will be held at the EDCO Collaborative, 36 Middlesex Turnpike, Bedford, MA.

#### **ARTS**

- Introduction to Jewelry Making
- Painting for Beginners
- Guitars for Beginners

#### **COMMUNICATIONS**

- Public Speaking 101

#### **CULINARY**

- ServSafe

#### **FAMILY & SPECIAL EDUCATION**

- My Child May Need Special Education – How do We Navigate the Process
- Supporting Student's Behavioral Functioning Through Best Practices & Support

#### **HISTORY**

- Compromise, The First American Ideal-The Origins Of the American Constitution of 1787

#### **TECHNOLOGY & INNOVATION**

- Introduction to 3-D/Printing CAD (Solidworks)
- Getting Started with Google Apps

Sign Up Today at <https://edcollab.org/communityed/courses/>

## Employment Opportunities

*The School Committee subscribes to the fullest extent to the principle of the dignity of all people and of their labors and will take action to ensure that any individual within the District who is responsible for hiring and/or personnel supervision understands that applicants are employed, assigned, and promoted without regard to their age, color, active military/veteran status, disability, national origin, ancestry, race, religion, sex, gender identity, sexual orientation, pregnancy or pregnancy-related conditions, or housing status. Every available opportunity will be taken in order to assure that each applicant for a position is selected on the basis of qualifications, merit and ability.*

Personnel presently employed by the Lincoln Public Schools are not required to submit a resume or letters of recommendation. Please submit applications online via the District's secure online system at <http://www.lincnet.org> under "Employment Opportunities."

| School              | Position                                      | Starting Date                                                                   | Hours/Week<br>(If applicable)  | Compensation                                      | Contact Information                                                                                                                           |
|---------------------|-----------------------------------------------|---------------------------------------------------------------------------------|--------------------------------|---------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| Smith School        | • .6 Long-term Substitute School Psychologist | Anticipated Dates: April 20, 2020 to Last Day of School Year for Teachers (TBD) |                                |                                                   | Mary Emmons<br>Adm. For Student Services<br>781-259-9403, X4401<br><a href="mailto:memmons@lincnet.org">memmons@lincnet.org</a>               |
| Lincoln School K-8  | • METCO Substitute Bus Monitor                | Immediately                                                                     | Monday-Friday AM and PM Shifts | \$94 per day if both AM and PM shifts are covered | Marika Hamilton<br>METCO Coordinator<br>781-259-9400, X2212<br><a href="mailto:mhamilton@lincnet.org">mhamilton@lincnet.org</a>               |
| Preschool @ Hanscom | • SPED Aide                                   | Immediately                                                                     | 20 hrs/week                    | \$19.83/hour                                      | Lynn Fagan<br>Preschool Coordinator<br><a href="mailto:lfagan@lincnet.org">lfagan@lincnet.org</a><br>781-259-9889                             |
| HPS                 | • Instructional Assistant, Gr3                | March 16, 2020                                                                  | 30 hrs/week                    | \$18.77/hour                                      | Julie Vincentsen, Principal<br>Hanscom Primary School<br><a href="mailto:vincentsenj@lincnet.org">vincentsenj@lincnet.org</a><br>781-274-7721 |

|          |                                                               |           |     |                                 |                                                                                                                                 |
|----------|---------------------------------------------------------------|-----------|-----|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| District | • Substitute School Nurse<br>RN or LPN Certification Required | As Needed | TBD | \$180 Full Day<br>\$90 Half Day | Mary Emmons<br>Adm. For Student Services<br>781-259-9403, X4401<br><a href="mailto:memmons@lincnet.org">memmons@lincnet.org</a> |
| District | • Day-to-Day Substitute                                       | As Needed | TBD | \$100 Full Day<br>\$60 Half Day | Suzette Brydie<br>Substitute Coordinator<br>781-259-9402<br><a href="mailto:sbrydie@lincnet.org">sbrydie@lincnet.org</a>        |
| District | • Cafeteria Worker Substitute                                 | As Needed | TBD | \$14.45/hour                    | Cathleen Higgins<br>Food Services Coordinator<br>781-259-9400<br><a href="mailto:chiggins@lincnet.org">chiggins@lincnet.org</a> |

See pages 15-19 for Extended School Year (ESY) Postings for Summer 2020.

## Extended School Year (ESY) Postings for Summer 2020 Program

**ESY Dates: July 6 – August 6, 2020**

Send all letters of interest to Scott Dixson, ESY Coordinator at [dixsons@lincnet.org](mailto:dixsons@lincnet.org). Personnel presently employed by the Lincoln Public Schools are not required to submit a resume or letters of recommendation.

All hours, rates, days per week are reasonable estimates based on early planning of the students' needs and may be subject to change.

**Pending approval of ESY Budget. Positions will be posted until filled.**

### Preschool Extended School Year (ESY) Lead Teacher

Position: Summer administration of special education services (ESY) for the Lincoln Preschool.

The Lead Teacher will prepare program elements with district administrators and summer staff in advance of the program and oversee student services during the program. Responsibilities will include collaboration with the Administrator for Student Services, communication with parents, scheduling of services, provision of substitute staff when needed, development and distribution of end of program parent reports (due by August 14<sup>th</sup>), assisting with the evaluation of the program, preparing oral and written reports as needed, and designing and implementing training/orientation sessions. **Position may be paired with an ESY preschool teaching position.**

Compensation: per teachers' contract up to \$50 per hour, not to exceed \$500 – payable August 25, 2020

### Lincoln Preschool Extended School Year (ESY) Teacher

Anticipated 3-4 Positions Available

Position: Teachers will provide specially-designed instruction to students with disabilities in accordance with their IEPs. A final summary report of each student's experience is to be written by the teacher and submitted to the ESY Coordinator by August 14<sup>th</sup>.

Compensation: per teachers' contract up to \$50/hour

### Lincoln Preschool Extended School Year (ESY) Tutors

Anticipated 6-8 Positions Available

Position: Tutors will provide instructional support to students with disabilities in accordance with their IEPs, under the direction of a special education teacher. A written final summary report of each student's

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*ESY Postings for Summer 2020, Continued*

experience may be requested of the tutor and submitted to the ESY Coordinator by August 14<sup>th</sup>.

Compensation: \$21.00 per hour

## **Lincoln Extended School Year (ESY) Teacher**

Anticipated 1-2 Positions Available

Position: Teachers will provide specially-designed instruction to students with disabilities in accordance with their IEPs. A final summary report of each student's experience is to be written by the teacher and submitted to the ESY Coordinator by August 14<sup>th</sup>. Special education certification and Wilson Reading Certification preferred.

Compensation: per teachers' contract up to \$50/hour

## **Lincoln Extended School Year (ESY) Tutors**

Anticipated 4-7 Positions Available

Position: Tutors will provide instructional support to students with disabilities in accordance with their IEPs, under the direction of a special education teacher. Most services will take place while students are included in the Lincoln Recreation Camp program on the Lincoln Campus. A final summary report of each student's experience is to be written by the tutor and submitted to the ESY Coordinator by August 14<sup>th</sup>.

Compensation: \$21.00 per hour

## **Hanscom Extended School Year (ESY) Teacher**

Anticipated 1 Position Available

Position: Teachers will provide specially-designed instruction to students with disabilities in accordance with their IEPs. A final summary report of each student's experience is to be written by the teacher and submitted to the ESY Coordinator by August 14<sup>th</sup>. Special education certification and Wilson Training preferred.

Compensation: per teachers' contract up to \$50/hour



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*ESY Postings for Summer 2020, Continued*

## **Extended School Year Special Educator (K-3) Elementary Transition Program** 1-2 Teacher Positions

Position: Special Educator to provide programming and services for a small group of students with disabilities who will be entering K-3 in the upcoming school year with a focus on providing academics and social opportunities in accordance with their IEP's. A final summary report of each student's experience is to be written by the teacher and submitted to the ESY Coordinator by August 14<sup>th</sup>.

Compensation: per teachers' contract up to \$50/hour

## **Extended School Year (ESY) / Nurse** Anticipated 1-2 positions

Position: The ESY nurse provides medical services to students ages Preschool to Grade 8. This includes management of medical records, administration of medications, implementation of health care plans and holding clinic hours. The ideal candidate has strong experience working as a school nurse, excellent communication and organizational skills. This position will be shared with the Lincoln Recreation Department Summer Day Camp.

Assignment may include riding a van with students from Hanscom to the Town of Lincoln Summer Day Camp. Potential van ride: 8:30 AM from Hanscom and 1:00 PM back to Hanscom.

Compensation: per teachers' contract up to \$50/hour

## **Extended School Year (ESY) / Substitute Nurse**

Position: The ESY substitute nurse provides medical services to students ages Preschool to Grade 8. This includes management of medical records, administration of medications, implementation of health care plans and holding clinic hours. The ideal candidate has strong experience working as a school nurse or assistant nurse, excellent communication and organizational skills. This position will be shared with the Lincoln Recreation Department Summer Day Camp. **Substitute Nurses should be available to work between July 6 and August 6, 2020.**

Assignment may include riding a van with students from Hanscom to the Town of Lincoln Summer Day Camp. Potential van ride: 8:30 AM from Hanscom and 1:00 PM back to Hanscom.

Compensation: based on education and experience

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*ESY Postings for Summer 2020, Continued*

## **Extended School Year (ESY) Speech and Language Therapist**

Position: The Speech and Language Therapist will provide specially-designed instruction to students with disabilities in accordance with their IEPs. A final summary report of each student's experience is to be written by the therapist and submitted to the Administrator for Student Services by August 14<sup>th</sup>.

Compensation: per teachers' contract up to \$50/hour

## **Extended School Year (ESY) Occupational Therapist or COTA**

Position: The Occupational Therapist will provide specially-designed instruction to students with disabilities in accordance with their IEPs. **COTAs** may apply and will be provided with supervision by a Licensed Occupational Therapist (one (1) hour per week of supervision between 7/6-8/6). A final summary report of each student's experience is to be written by the therapist and submitted to the Administrator for Student Services by August 14<sup>th</sup>.

Compensation: per teachers' contract up to \$50/hour

## **Extended School Year (ESY) Physical Therapist**

Position: The Physical Therapist will provide specially-designed instruction to students with disabilities in accordance with their IEPs. A final summary report of each student's experience is to be written by the therapist and submitted to the Administrator for Student Services by August 14<sup>th</sup>.

Physical therapist assistants (PTAs) may apply and be provided with supervision with a licensed physical therapist.

Compensation: per teachers' contract up to \$50/hour

## **Extended School Year (ESY) Substitute Teachers**

**Substitute Teachers hired should be available to substitute in all programs (Preschool, Recreation, Lincoln and Hanscom ESY and HMS summer programs) between July 6 and August 6, 2020.**

Position: When needed, Substitute Teachers will provide specially-designed instruction to students with disabilities in accordance with their IEPs. Wilson Reading certification preferred. A final summary report of each student's experience is to be written by the teacher and submitted to the ESY Coordinator by August 14<sup>th</sup>. **Substitutes should be available for all ESY Programs and HMS Summer Program.**

*ESY Postings for Summer 2020, Continued*

## **Extended School Year (ESY) Substitute Tutors**

**Substitute tutors hired should be available to substitute in all programs (Preschool, Recreation, Lincoln and Hanscom ESY programs, as well as the HMS Summer Program) between July 6 and August 6, 2020.**

Position: When needed, substitute tutors will provide instructional support to students with disabilities in accordance with their IEPs, under the direction of a special education teacher. Most services will take place while students are included in the Lincoln Recreation Camp program. A final summary report of each student's experience is to be written by the tutor and submitted to the ESY Coordinator by August 14<sup>th</sup>.

*Substitute tutors may be asked to contribute to or write the report, as appropriate.*