

MINUTES OF THE LINCOLN SCHOOL COMMITTEE  
Thursday, April 14, 2011  
Hartwell Building, Lincoln, MA  
OPEN SESSION

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

I. Greetings and Call to Order

Ms. Glass, Chair, called the meeting to order at 7:03 pm. She thanked 6<sup>th</sup> grade science teacher David Trant for training excited student volunteers to tape Committee meetings.

II. Chairperson's and Members' Reports

Mr. Christenfeld reported that the Middle School play was terrific; the actors had much talent and passion. He also attended the Smith School's Science Share. There were eight projects ranging from penguin food to lightning in the kitchen. He also attended the Lincoln School Foundation's Spelling Bee and thanked them for their work. It is terrific to see students participating in these different events.

Mr. Sander mentioned that state Representative Thomas Conroy was an honorary reader at the Spelling Bee. He thanked the PTA and the Ogden Codman Trust for funding the visit of performer and poet Taylor Mali.

Ms. Glass thanked Kristin Hall and Nick Blaisdell and all who worked on the Middle School play. She said it was great fun and many students participated. The school and the Garden Club's Blooming Artists event was terrific. There will be art exhibits at the Library and at the DeCordova Museum.

III. Public Comments

None.

IV. Consent Agenda

A. Field Trip Proposal: Lincoln Grade 6 to Museum of Science

Documents: 1) Late Night and Overnight Field Trip Proposal Form to Museum of Science, Boston; 2) MOS Overnight Fieldtrip May 2011; 3) Memorandum from David Trant to School Committee, RE: Museum of Science Overnight: Sixth Grade Field Trip Proposal; 4) The Lincoln School Field Trip Permission Slip; 5) Lincoln Public Schools, Policy File IJOA, Field Trips

Teacher David Trant presented his proposal for the 6<sup>th</sup> grade's field trip to the Museum of Science. He explained that the museum is securely locked; the boys stay in one hall and the girls in another. There will be one parent or teacher chaperone per five students, and they will pair the chaperones. As busing is a large expense, they will take the train, and he will drive the van with the student sleeping bags and gear to the Museum.

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to authorize the overnight field trip to the Museum of Science. The Committee voted unanimously to authorize the trip.

V. Time Scheduled Appointments

A. Report on Community Service Learning Initiative

Documents: 1) Community Service Learning Student Presenters List; 2) Memorandum from Randy Davis, Sharon Hobbs, Janice Fairchild, Erich Ledebuhr, Steve McKenna, and Mary Sterling to School Committee, dated April 6, 2011 RE: Report on Community Service Learning

Ms. Sterling introduced Janice Fairchild, K-8 Social Studies Content Specialist. Ms. Fairchild said that community service learning has become part of student learning in all grades. Tonight's presentation will show the initiatives tied to the curriculum. She sees students learning and developing willingness and ambition to find out about the world around them and do things to make it better. The principals presented the activities mentioned in their report. They wanted to not simply have bake sales for causes.

Five middle school students, two from Lincoln (CeCe Charrette and Eve Montie) and three from Hanscom (Kayla Gonsalves, MaCayla Harrell, and Katelyn Miller) presented some of their activities, which ranged from helping the Sudanese Education Fund to Toys for Tots at Christmas.

Ms. Glass thanked the principals, Ms. Fairchild, Katherine Martus, and Julie Reynolds for their work. The student projects change from year to year. Ms. Glass noted that students are involved in the community in many ways. Mr. Sander applauded their efforts and was impressed that the students take initiative in doing projects. He wanted to make sure that students serve with the people they are helping (instead of donating money only) and that they examine how to deepen their political engagement.

The Committee congratulated the students and thanked them for their presentations.

#### B. Proposal for METCO Staffing Recommendation

Document: Memorandum from Mickey Brandmeyer to School Committee, dated April 6, 2011  
RE: Proposal for Staffing METCO for 2011-2012

Mr. Brandmeyer said tonight's proposal is the first step in the conversation about what to do about the funding cuts for the METCO program without cutting the number of students, which they want to remain at 91. The Lincoln Schools, not Hanscom, host METCO students. He has spent time to better understand and quantify the achievement gaps to position themselves to understand whether their strategies to support the students are effective. After talking with Boston parents at several meetings to get their priorities and to ask for their advice, it would be best to focus their resources on the mission of teaching and learning and increasing the academic support available for those students who need more. They are committed to enrolling METCO students in the earlier grades as they have a better chance to succeed the longer they are enrolled in the district.

He proposed to allocate a half-time teacher as academic support for kindergarten to grade two, to allocate the 1.0 FTE for academic advisor to provide support to grades three through eight, to sustain the 2.9 social workers but have them available to all students, and to cut the METCO Director position and have a half-time METCO Coordinator position. They will maintain the bus monitors and transportation. The recommendation will be discussed over the next three meetings, and he will ask for a vote on his proposal at the May 12 meeting. Mr. Brandmeyer will also meet with Boston parents before the proposed vote.

The Committee wanted Boston parents and students to know that Lincoln is committed to METCO and wants to make the experience of students as rich as possible. Committee members discussed that students of color need role models and asked that they work harder at hiring faculty who have diverse backgrounds. They also would like charts on FTEs, information on how the METCO Director's responsibilities would be allocated, and information on the reporting structure.

Community members were concerned about losing METCO Director Christina Horner because she helps teachers with cultural sensitivity training. Kahris McLaughlin, a former parent, School Committee member, and METCO Director, thanked them for integrating METCO as a one school, one program. She explained that the METCO Director's role is one of a parent and advocate for the students and they empower the METCO parents. She said the Director should report directly to the superintendent, not the principals.

Ms. Glass thanked Mr. Brandmeyer for his work.

#### C. School Building Update: Discussion Regarding Location of Pre-Kindergarten Program Document: None.

Mr. Brandmeyer said OMR is finalizing a space study that details the current space and includes the proposed school program. In mid-May OMR will present a preliminary design proposal [PDP] to the Massachusetts School Building Authority [MSBA]. OMR has recommended that preschool classrooms be included in the design now as it will make a difference in the square footage. Mr. Brandmeyer would like to get a sense from the Committee whether they would like to include and to advocate for preschool classrooms in the design. This consideration underlies other space discussions ongoing in Town; if the Hartwell Building (which is not included in the school building project) becomes used as community space, the preschool will have to move, and adding preschool space now would enable them to receive MSBA funding. The MSBA would consider an enrollment number of 660 if the Committee accepts the increase of square footage for classrooms and core facilities. They could take the space out later if needed.

Committee members were concerned about increasing the cost of a potential school building project but agreed that it is great for parents to have the school and preschool in the same place. The traffic flow might become more of an issue. The preschool is a great recruiting tool for teachers and staff.

There will be a joint meeting with the School Building Committee on Tuesday, April 26, and OMR will present eight approaches to the building project with rough order costs. The meeting will start at 7 or 7:30 pm.

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to endorse including preschool space in the preliminary design proposal. The Committee voted unanimously to endorse the additional space.

## VI. Superintendent's Report

Document: None.

Mr. Brandmeyer noted they have concluded their search for the principal at the Hanscom Primary School. BethAnn Ludwig received the offer and accepted it. The other finalist took a position elsewhere. He thanked the Principal Search Committee—teachers Stacey Clarkin, Carol Mahn, Rene Puopolo, Rose Vignola; Principal Erich Ledebuhr and administrator Karen Kanter, and parent representatives Tamala Gulley and Sharon MacEachron—for their work. He also thanked Ms. Glass, Mr. Sander, and Mr. Connell for attending the finalists' school visits. The faculty is enthusiastic about Ms. Ludwig, and she will attend a School Committee meeting. She will start on July 1, 2011, and he expects there will be a smooth transition.

## VII. Curriculum

Document: None.

Ms. Sterling said the Blooming Artists student art show at the Pierce House was terrific. There is also an art show at the Lincoln Library. The DeCordova student art work show will open on May 19. Ms. Glass noted that Garden Club members mentioned that they enjoyed doing the arrangements for student art more than they did for the works at the Museum of Fine Arts!

Ms. Sterling reported that last Wednesday the K-6 staff worked on their input to the standards-based report cards, and there were quality conversations on the subject.

## VIII. Policy

None.

## IX. Facilities and Financial

### A. Warrant Approval

Document: None.

Mr. Creel presented the payroll warrants totaling \$619,159.32 and the accounts payable warrants totaling \$164,984.54 for a total of \$784,143.86. Mr. Schmertzler reviewed the warrants and recommended that they be approved. Mr. Sander moved to approve the warrants, with Ms. Glass seconding the motion. The Committee voted unanimously to approve the warrants.

### B. FY2011 Fiscal Report: Third Quarter

Documents: 1) Memorandum from Buckner Creel to Michael Brandmeyer and School Committee, dated April 3, 2011 RE: FY11 Third Quarter Report; 2) Lincoln Campus, FY 2011 Operating Budget—Status Report, 3<sup>rd</sup> Quarter as of March 31, 2011; 3) Hanscom Campus, FY 2011 Operating Budget—Status Report, 3<sup>rd</sup> Quarter as of March 31, 2011; 4) FY 2011 Operating Budget—Key Budget Line Tracking, 3<sup>rd</sup> Quarter as of April 4, 2011; 5) "Shaq-o-meter: Total snowfall in Boston for winter of 2010-2011," Boston.com, April 14, 2011

Mr. Creel reviewed his report. Three situations on the Lincoln campus affected the budget status: the additional section of grade 3; out-of-district tuition costs; and money to pay for the removal of snow from the roofs and extra heating costs. They will not do much discretionary work this summer as there is not much money left. On the Hanscom campus, the leaking PVC membranes gave out on the roofs, and they have received \$40,000 of insurance money but no money from the federal government. They cannot do much discretionary work on that campus this summer either.

The Committee asked about the special education costs for next year. Ms. Powers said they have a large class graduating this year and should be in good shape.

Ms. Glass thanked him for his report.

## X. Old Business

### A. Enrollment of Employee Student

Document: Letter from Kristin Hall to Mickey Brandmeyer, dated March 30, 2011, RE: A question (late)

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to approve the enrollment of Ethan Hall in grade six at the Lincoln School beginning with the 2011-2012 school year subject to the continued employment of his parent as required by School Committee policy. The Committee voted unanimously to approve the enrollment.

### B. Updated Long-term Agenda for School Committee

Document: Lincoln Public Schools School Committee—Long Term Agenda, 2010-2011, As of April 7, 2011 at 9:01 am

The Committee deferred the discussion on the long-term agenda.

## XI. New Business

### A. Discussion of School Committee Subcommittee Assignments

Document: Memorandum from Jennifer Glass to School Committee, dated April 14, 2011 RE: Proposed Subcommittee Assignments

Ms. Glass asked that the members consider on which subcommittees they would like to serve. Ms. James asked that she assign her to any of them.

### B. Proposal to Reschedule June 9 School Committee Meeting to June 16

Document: None.

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to change the School Committee meeting of June 9 to June 16. The Committee voted unanimously to change the meeting.

There is a meeting on June 23. Mr. Schmertzler suggested that a report on the school building forum be included on May 26 and a report on small meetings be included on June 16. In July there will be a meeting with the Selectmen after the 4<sup>th</sup> but before the 15<sup>th</sup>.

### C. Other Business

Document: None.

Ms. James was concerned about the graffiti incident in the boys' bathroom and that it should be known that it is unacceptable. Graffiti does not fall under the definition of bullying. Ms. Glass said that during the 5<sup>th</sup> grade DARE program Officer Regan expressed extreme disappointment that was effective but noted that they did not know whether there were 5<sup>th</sup> graders involved.

## XII. Approval of Minutes

Documents: Draft of School Committee Minutes for December 16, 2010 and January 6, 2011

Ms. Glass moved, and Mr. Sander seconded, the motion to approve the minutes for the meetings of December 16, 2010 and January 6, 2011. The Committee voted unanimously to approve the minutes. They will be posted on the web site.

## XIII. Information Enclosures

None.

## XIV. Adjournment

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

Respectfully submitted,  
Sarah G. Marcotte  
Recording Secretary