

MINUTES OF THE LINCOLN SCHOOL COMMITTEE
 Thursday, June 21, 2018
 Hartwell Multipurpose Room, Hartwell Building, Ballfield Road, Lincoln
 OPEN SESSION

Present: Tim Christenfeld (Chairperson), Peter Borden (Vice Chairperson), Tara Mitchell, Laurel Wironen (Hanscom Educational Liaison), Simone Johnson (METCO Representative). Also Present: Becky McFall (Superintendent), Jessica Rose (Assistant Superintendent), Buckner Creel (Administrator for Business and Finance), Mary Emmons (Administrator for Student Services), Robert Ford (Director of Technology).

Absent: Al Schmertzler, Jena Salon.

1. Greetings and Call to Order

Mr. Christenfeld, Chairperson, called the open session to order at 7:07 pm.

2. Chairperson's and Members' Reports

Document: None.

Mr. Christenfeld attended the Lincoln School Grade 8 graduation last night. He said it was an uplifting event, and the graduates looked big. He said that the Hanscom Middle School graduation would be held tomorrow, and there will be 46 graduates.

Mr. Christenfeld said that yesterday there was a choral share between Lincoln and Hanscom, which was a huge success. He reported that it is great for students from both campuses to get together.

Mr. Christenfeld asked the members to ignore the date on the summer meeting because Dr. McFall would be attending a Superintendent's conference. They will work on different dates for the summer meeting.

3. Public Comments

None.

4. Consent Agenda

1. Approve Spring 2019 Brooks School, Grade 8 Overnight Field Trip to Washington, D.C.

Documents: 1) Late Night and Overnight Field Trip Proposal for May 28-31, 2019; 2) WorldStrides Washington, D.C. Trip Details flyer; 3) Lincoln School Eighth Grade Trip to Washington, D.C. – 2018 Itinerary; 4) Letter to Parents from Steve Cullen, dated May 17, 2019; 5) Washington, D.C. Trip Justification; 6) Letter to Parent/Guardian from Audra Maria, School Nurse, undated; 7) Lincoln School Washington, D.C. Trip 2019, Health/Emergency Info; 8) Lincoln School Washington, D.C. Trip 2019, Medical Care Consent Form; 9) Lincoln School Washington, D.C. Trip 2019, Prescription and Non-Prescription Medication Authorization; 10) Lincoln Public Schools, Financial Assistance Application; 11) Check List for the Washington, D.C. Trip; 12) Lincoln Public Schools, Washington Trip Experience Form; 13) Washington, D.C. Trip, Behavior

Contract and Emergency Contact Information; 14) Field Trip Permission Form; 15) Parent Notice: Important Informational Meeting Letter

2. Accept Gift of Clarinet

Document: Memorandum to School Committee and Becky McFall, Superintendent, from Buckner Creel, dated June 14, 2018

3. Accept \$400.00 Donation from the St. Vincent DePaul Society and \$500 from an anonymous donor

Document: Memorandum to School Committee, from Sarah Collmer, dated June 21, 2018

Mr. Christenfeld moved, and Mr. Borden seconded, the motion to approve the Lincoln School Grade 8 Overnight Field Trip to Washington, D.C. in the Spring 2019, to accept a gift of a clarinet from Asya Shestopal to support the music program at the Hanscom Middle School, and to accept a donation of \$400.00 from the St. Vincent DePaul Society and a donation of \$500.00 from an anonymous donor for the purpose of educational tutoring for a Lincoln School student in need of financial assistance during the summer 2018.

There being no further discussion, the Committee voted unanimously for the motion.

Mr. Christenfeld thanked Mr. Jay Peledge, Hanscom Middle School teacher, for raising funds for the Washington, D.C. trip. Mr. Christenfeld thanked Asya Shestopal, the St. Vincent DePaul Society, and the anonymous donor for their generous donations. The administration will send thank-you letters.

5. Time Scheduled Appointments

1. Superintendent Summative Evaluation

Documents: 1) 1) Memorandum from Tim Christenfeld, School Committee Chairperson, to School Committee and Rebecca McFall, Superintendent, Re: Superintendent Summative Evaluation Procedure, dated May 3, 2018; 2) Lincoln Public Schools, Annual Superintendent Evaluation Timeline; 3) Evaluating the Superintendent Under the New Massachusetts Educator Evaluation System: A Guide for the School Committee, School Councils, and Parents, Prepared by the Massachusetts Association of School Committees, Revised, November 2012; 4) Superintendent's Annual Plan, 2017-2018, Approved at September 7, 2017 School Committee Meeting; 5) Individual members' evaluations of Dr. McFall, June 2018; 6) Composite Committee's evaluation of Dr. McFall, June 2018

The School Committee is required by law to supervise and to evaluate the superintendent's performance and uses the Massachusetts Educator Evaluation System to do so. The members filled out their individual Summative Evaluation Forms, and Mr. Christenfeld compiled the evaluations into a composite Summative Evaluation. This evening, the Committee will need to decide an overall rating for Dr. McFall's performance this year.

Mr. Christenfeld said that the process begins with Dr. McFall setting goals in the Professional Practice, District Improvement, and Student Learning areas set out in the Evaluation System materials during the summer. In the fall, the Committee approves her goals. Mr. Christenfeld said that in some ways this year was hard, and in other ways it was easy; the hard part was the progress made on some difficult goals, and the easy part was the sense of Dr. McFall's leadership. He noted that some of her goals were eclipsed by the Lincoln school building project. For her Professional Practice goal, the individual evaluations had one of each rating—unsatisfactory, needs improvement, proficient, and exemplary—in the boxes. For her Student Learning goals, the individual evaluations had that the goals had been accomplished. For her other goals, there were many ratings of proficient or exemplary overall. Mr. Christenfeld said the members' overall ratings were four proficient and one exemplary. He noted that the members were untroubled with the progress on the goals and have great confidence in Dr. McFall's leadership.

Mr. Christenfeld said that someone commented that Dr. McFall was an incredible advocate for our children. He said that other districts look to Lincoln as a model on how to run a school district. He said that Dr. McFall has put in so much effort on the Lincoln school building project, and he had a huge amount of appreciation for Dr. McFall's guidance, and the vote for the project at the Special Town Meeting was a vote of confidence in Dr. McFall and her work. He said Dr. McFall has been exemplary leading with the school building project. Mr. Christenfeld also said that the district is lucky and takes many things for granted, especially when one compares Lincoln with other districts.

Ms. Mitchell said that Dr. McFall is a strong leader for the district and exerts leadership in her role at EDCO and CASE. Dr. McFall served on the executive search committee for EDCO's executive director. Ms. Mitchell said there was a comment that the work on collaborative practices is bearing fruit, and the direction that the district is heading is good for students. Ms. Mitchell thanked Dr. McFall for her work and vision.

Mr. Borden said he was torn when looking at the guides the Committee was given. He said Dr. McFall's performance was exemplary, and she is a great example of leadership. He said the district is very fortunate to be the beneficiaries of the leadership. He said he wished he had been more aggressive in taking items off of Dr. McFall's plate. Mr. Borden thanked Dr. McFall for her work.

Mr. Christenfeld moved, and Mr. Borden seconded, the motion to assign an overall performance rating of proficient to Dr. Rebecca McFall's performance for the 2017-2018 school year.

There being no further discussion, the Committee voted unanimously for the motion.

Dr. McFall thanked the Committee for its continued support and noted that the administration could not do what they do without the Committee. She said the Committee has been very helpful at setting policy. She said as she talks to people in other districts, she is so grateful for not having to spend energy managing the School Committee. She said all the good work belongs to the team, and the work is a team effort. She was disappointed that she did not meet most of her goals for the year.

Dr. McFall said the Committee had the first reading of the Strategic Plan, and there were no changes at that time. She said that the draft highlights what had changed since the Administrative Council discussed the draft. The highlighted portions are under Strategic Objectives, Educator Growth and Innovation, ending the sentence with “and equity for all students,” under Strategic Priorities, C2, adding “to examine data of subgroups and reflect on outcomes,” and under Strategic Priorities, D2, adding “and consider the impact of intersectionality for students.”

Mr. Christenfeld moved, and Mr. Borden seconded, the motion to approve the 2018-2019 District Strategic Plan as presented.

There being no further discussion, the Committee voted unanimously for the motion.

3. Superintendent’s 2018-2019 Draft Annual Plan

Documents: 1) Memorandum to Lincoln School Committee from Rebecca McFall, Re: Superintendent’s Annual Goals for FY19, dated June 14, 2018; 2) Draft Annual Plan goals for 2018-2019

Dr. McFall said it was a challenge to decide on goals for the next school year while the current school year was ending shortly; she has had no time to reflect on what her goals should be. She noted that the challenges are the same in that she would like to choose goals that reflect the work that she is doing directly and not to choose so many goals that she cannot accomplish them. She mentioned that other superintendents use their districts’ strategic plans as their goals, but she said she likes to have her own goals.

Dr. McFall said that choosing a Student Learning goal was especially difficult, and she wants to look at student outcomes. She noted that she will think about the K-5 literacy work and will partner and be a participant and sounding board. She said the social-emotional learning piece is not her direct work, but the administrators will be doing an inventory and review of programs for social-emotional learning.

Dr. McFall said her Professional Practice goal is most directly related to the leadership that she would like to exhibit. She said the district has traction on the collaborative practices work, and she wants to give more support to the faculty on it and wants to keep it as a goal. She and Dr. Rose will partner with the principals group for a book to read, and they have chosen Ron Berger’s *Leaders of Their Own Learning*. The book is directly tied to what instruction should look like.

Dr. McFall said that the first District Improvement goal will be the Lincoln school building project, which will be very intense from now until December, and it will encompass many details. She had her first session with the architects and the faculty on the hub spaces today.

Dr. McFall said that the second District Improvement goal will be to facilitate a process to develop a Lincoln profile of a graduate. The Farmington, Connecticut school district has been doing similar work to Lincoln, and Dr. McFall said she would use this work as an anchor for how to design instruction to get to the outcome of the graduate profile. She will travel to Farmington, Connecticut this summer to discuss the profile with them. She likes their core values practice. She would like to create a profile that

works for all parents, students, faculty, administrators, and the community to feel ownership and commitment.

Dr. McFall asked for feedback on her goals.

Mr. Borden thought the idea of the profile was exciting, and with innovation and the school building, it could speak to the purpose of the modern school. Mr. Christenfeld met with the Chairpersons of the Sudbury and Lincoln-Sudbury School Committees about coordination of curricula. He noted that Lincoln-Sudbury did a version of a graduate profile that could be used. He asked that she consider what it is that Lincoln does to build to the Lincoln-Sudbury graduate, and said that at some point it would be part of an expanded conversation. Dr. McFall said she would reach out.

Mr. Borden said the other goals were good. He said the Student Learning goal should be to work with faculty to define clear objectives, and find ways to measure that we're headed in the right direction and to help folks think through such a process, and have the goal be faculty having a better command of objective and goal setting. Mr. Christenfeld said that the goal would be similar on the Professional Practices goal where Dr. McFall had a clear role in the collaborative practices work where friction is what to do to make the work happen, for example, the process with math. Dr. McFall will continue the work, and the collaborative practice work may move to being on a strategic priority map. She said the book study piece is meaty and tangible, and she is most interested in taking on that work. She said it is a multi-year practice. She noted that the collaborative practice work needs more support, and it is hard to get outcomes, but there are pockets and mechanisms for understanding the work that is happening. Mr. Christenfeld said that more faculty members are opting into the collaborative practice work, and some of them are sprinting into it. Dr. McFall said the work is a process and not a competition. She said they define the work that teachers do on collaborative practice is by asking what are the learning outcomes for students. Mr. Christenfeld suggested combining the collaborative practice work into the Student Learning goal.

Dr. McFall said that the Disruptive Equity Education Project (DEEP) work is included in the Strategic Plan and Priorities. Ms. Mitchell suggested that from a time perspective, the profile of a graduate is time intensive, and so is the school building project. Dr. McFall said that her work on the profile of a graduate may not be done in a year, but she will have meetings and forums on it. She and Dr. Rose will work together on it and have a common goal. Mr. Borden said he did not want to rush the process, but the discussion with the building project could be synergistic, and the profile helps to tell the story, which he liked. He said that the work is naturally aligned.

Mr. Christenfeld said that the work with the Lincoln school building will get more intense, and the nature of it shifts, and there will be more focus on nitty gritty details. Dr. McFall said there will be three more forums before December, and once a concept is approved, there will be more work.

Mr. Christenfeld said that Dr. McFall will prepare another draft of her goals for the 2018-2019 school year for the August 30 meeting. He asked that members send her their thoughts and suggestions.

4. Update on Lincoln School Building Project
Document: None.

Dr. McFall said that at the Special Town Meeting on Saturday, June 9, the Town chose the L3 design concept with an estimated price of \$93.9 million.

Mr. Christenfeld said that the School Building Committee [SBC] met last Wednesday to look at a schedule for the next two months. Selectperson Jennifer Glass has a calendar of potential meeting dates for the SBC through October 2018. Dr. McFall noted that the meetings would have a charrette portion for some aspects of the design. This Wednesday the subject will be the hubs and common space. The architects will bring information to consider for the different ways to approach the hubs.

Dr. McFall said there will be specific design input, and the concept that was chosen will have hubs, a central commons area and kitchen. There will also be a site plan. She said they worked with the architects today to make sure that the right spaces are in the building and where to place each grade in the building. The architects will bring options. Residents have the opportunity to give input through the SBC meetings process only, and the SBC will be transparent and clear.

Mr. Christenfeld said that most topics have been visited two or three times. He said the SBC serves as the filter for public comments. He noted that the SBC directs the architects. He said that they will decide early about the internal floor plans of the design. Mr. Borden suggested that the SBC communicate more explicitly where they need input. Mr. Christenfeld said that Ms. Glass is highlighting in the calendar where the decision points are, and Dr. McFall said today they have a new schedule that they will get out. She said that the teachers will meet with the architect team on their last day of work, and Mr. Ford has prepared a form for teachers to give feedback.

Dr. McFall reported that overall, 74% of people in the Town voted for the L3 design. Mr. Creel said that a delay of six months in the process has significant costs, and he said there is no reason to delay the project process. The design team has set aside enough money to fully design one concept, and the two cost estimates will be reconciled in October 2018.

Mr. Christenfeld said the Community Center Preliminary Planning & Design Committee [CCPPDC] had its last meeting on Tuesday, and the CCPPDC will give its final report to the Board of Selectmen on July 19 at 7:00 pm in the Donaldson Room at Town Hall. He said that the community center architects, Maryann Thompson Architects, may stay engaged with SMMA as there are different points of access for the community center plan. There will also be discussions about what the two buildings will look like on the outside.

Dr. McFall said the campus coordination group met this morning and reported that Town Administrator Tim Higgins reached out to Maryann Thompson Architects to attend SBC meetings.

Mr. Christenfeld said that the SBC will meet next Wednesday, June 27 at 7 pm in the Hartwell Multipurpose Room.

There is information on the building design at the School Building Committee's website, www.lincolnsbc.org, and the Town's website, www.lincolntown.org.

5. VOTE to Approve FY19 Hanscom Budget

Document: PowerPoint presentation on the FY19 Hanscom Budget by Mr. Creel

The district runs the schools at Hanscom Air Force Base for the federal government through a contract for which it must compete under procurement laws. The contract will expire shortly.

Dr. McFall reported that the district does not yet have a contract with the federal government to run the Hanscom schools for the 2018-2019 school year, but the indication is that the Department of Defense Educational Activity [DoDEA] will get the contract to the district by Friday or next Friday. Dr. McFall thanked the Base leadership for reaching out to DoDEA to let them know that Base leadership hoped that DoDEA would get the contract settled with Lincoln.

Mr. Creel said the contract is a sole-source contract that requires a different set of reviews by DoDEA. He said they got advice on providing contracts for teachers. Mr. Creel said there was an expression of concern because the faculty and staff have been in limbo longer than usual because they have no individual contracts yet for the next school year. He said that teachers' pay is covered through the summer; the next teachers' contract begins on September 1. He said the issue is how to operate the summer programs at Hanscom without money. Dr. McFall said that if the district does not hear tomorrow on the contract, she will call the government and say that the district will close July 1 and will have to furlough people.

Mr. Creel reviewed his presentation. In November 2017, Mr. Creel projected a Hanscom budget of the FY18 budget with an increase of 2.5%, which would be \$15,229,801.00. He has reviewed the special education out-of-district tuitions and based those numbers on 23 placements, but if more students need these services, the district can ask for an equitable adjustment to the contract for additional monies. Mr. Creel said that the Committee could approve the operating budget of \$14,877,513.00 for FY19. Dr. McFall indicated that if the proposal the district submitted to DoDEA is approved, the amount of money will work, but if the proposal is not approved, the administration will need to meet with the Committee again.

Mr. Christenfeld moved, and Mr. Borden seconded, the motion to approve the Hanscom operating budget in the amount of \$14,877,513.00 for FY19.

There being no further discussion, the Committee voted unanimously for the motion.

Mr. Christenfeld thanked Dr. McFall and Mr. Creel for their enormous amount of work.

6. Superintendent's Report

Document: PowerPoint presentation given at Special Town Meeting, June 9, 2018 on MCAS scores

Dr. McFall reviewed the presentation on the schools given at Special Town Meeting, June 9, 2018. Mr. Ford said that the data for the presentation came from the Massachusetts Department of Elementary and Secondary Education [DESE]. The data for 8th graders from 2010-2017 compares Lincoln students' MCAS scores to Carlisle, Concord, Lexington, Sudbury, Weston, Wayland, and Dr. McFall said the scores are not an apples-to-apples comparison because the data for the Lincoln school district includes the scores of Hanscom Middle School students. Students who attend Hanscom are usually in the district for one to three years, and there is a broad range of learning. While

Hanscom students attend here, they make tremendous growth. She noted that some Hanscom students arrive in the district one day before the MCAS exam and have to take the exam anyway.

Dr. McFall extracted the Hanscom scores from the data to look at Lincoln's English Language Arts [ELA] and math scores on the MCAS exams, and Lincoln students' scores compare well with students attending schools at the peer towns of Carlisle, Concord, Lexington, Sudbury, Weston, and Wayland.

Dr. McFall explained that in 2015-2016 the average teacher salary in Lincoln at midpoint is \$89,757.00, and 30% of Lincoln's teachers earn \$100,000.00 or more, and Lincoln's salaries are on the high end when compared with other communities in the state. Lexington's midpoint is \$78,766.00, and Carlisle's is \$100,803.00.

The percentage of Lincoln resident children who attend the Lincoln Public Schools, K-12, is 93.8.

Dr. McFall said that the preschool numbers are not included in the Hanscom or Lincoln data.

Mr. Christenfeld thanked Dr. McFall for her work.

7. Curriculum

Document: None.

Dr. McFall attended the Maker Fair for the 7th graders at Hanscom Middle School and said it was a great culminating event where students designed to solve a problem and did computer programming. She said it was very cool, and she included pictures in her bulletin at www.lincnet.org. She noted that one student designed a pet food dispenser with cardboard tubes, plastic bottles, and a timer. Another student designed a nail polish brush that not only polished fingernails but also dried the nail with a fan. Students were engaged, owned their learning, and shared it.

Mr. Ford said the Makerspace started two years ago.

8. Policy

1. Summary of Policy Reviews/Updates Done in 2017-2018

Document: None.

Ms. Mitchell thanked all for their help with the policy reviews. She thanked Executive Assistant Janice Gross, who was very helpful with keeping things up to date.

The Committee reviewed 44 of the 138 policies, beating the Committee's goal of reviewing 10% this year. Most policies chosen for review were those that had not been reviewed since the 1980s.

Ms. Mitchell will give a list of policies to be reviewed for the next year at the summer meeting.

9. Facilities and Financial

1. Warrant Approval

Document: None.

Mr. Creel presented the payroll warrant totaling \$1,400,397.23 and the accounts payable warrant totaling \$373,066.91 for a total of \$1,773,464.14. Mr. Creel said that the payroll warrant is larger than usual because it includes the balloon payment for faculty. Mr. Christenfeld moved, and Mr. Borden seconded, the motion to approve the warrants as presented.

There being no further discussion, the Committee voted unanimously to approve the warrants as presented.

Mr. Christenfeld thanked Mr. Creel for his work.

2. FY18 Budget End-of-Year Budget [sic] Report

Document: Memorandum to School Committee and Becky McFall from Buckner Creel, Subject: FY18 Budget status, dated June 13, 2018

Mr. Creel reviewed his memorandum on the FY18 budget. The district will end FY18 with a budget surplus with all obligations met. For the Lincoln campus, Mr. Creel estimated that there was a surplus of \$249,318. He said there could still be changes in the amount of the surplus until the financial books close on July 20.

Mr. Creel said that since the Lincoln FY19 budget was approved by the Committee in January, the out-of-district tuitions are almost \$200,000 higher. He recommended that the Committee pre-pay up to \$220,000 for special education tuition and collaborative fees and to return the remainder of the money to the Town of Lincoln.

Mr. Christenfeld moved, and Mr. Borden seconded, the motion to authorize the administration to pre-pay up to \$220,000 of the FY18 budget surplus for special education out-of-district tuitions and collaborative fees and to return the remainder of the money to the Town of Lincoln.

There being no further discussion, the Committee voted unanimously for the motion.

For the Hanscom campus, Mr. Creel said that he did not include information in his memorandum because they are not sure what will happen with the Hanscom contract. He said that he was confident that the district would be able to return a large amount of money to the Hanscom Reserve Fund, which is a revolving fund for Hanscom operations. Mr. Creel said they would come back to the Committee for a vote when they had more information.

3. FY18 Revolving Funds Report

Document: Memorandum to Lincoln School Committee and Becky McFall, Superintendent of Schools, from Buckner Creel, Administrator for Business and Finances, Subject: Current status -- FY18 Revolving Funds and Legacy Gift Account, dated June 13, 2018

Mr. Creel reviewed his memorandum on the FY18 Revolving Funds and the Legacy Gift Account. School districts are allowed by Massachusetts General Law to set up revolving funds that carry balances from fiscal year to fiscal year and the monies are spent only for those purposes; for example, transportation fees pay for bus services. The five revolving funds are transportation, athletics, Lincoln After School Music Program [LASMP], school lunch, and the Legacy Gift Account. These fees are collected from

students on the Lincoln campus only for transportation, athletics, and LASMP; for Hanscom students, these costs are included in the contract with the federal government to run the Hanscom schools. The district has not raised fees in at least a decade for most revolving funds.

Mr. Creel said for transportation, the price of the contract with Doherty's Garage increased by \$30,000, and the ending balance of the fund is \$37,571.95, after reserving \$75,000 for the FY19 budget for transportation. For athletics, student participation has increased, and the ending balance of the fund is \$6,724.79. For LASMP, the ending balance of the fund is negative, and revolving funds cannot have negative balances. Mr. Creel said the district will need to transfer funds into the LASMP fund, and Dr. McFall said that the rates per lesson are at the upper end of the scale. The school lunch fund's ending balance is \$57,668.47, and Mr. Creel said that Ms. Cathleen Higgins, Food Service Director, and her staff have done a great job. He said there has been an increase in the number of meals served, and the "grab and go" meals at the Brooks School worked well. Mr. Creel recommended no changes to the fee structures for any of the revolving funds.

Mr. Creel said the Legacy Gift Account may need funding from the operating budget in order to provide financial assistance to families for their children to attend overnight field trips. He is going to meet with the principals to discuss how to get contributions for the Legacy Fund.

Ms. Mitchell suggested that all field trip forms include an opportunity to donate to the Legacy Fund, and Dr. McFall will bring sample language and draft a memorandum to families.

Mr. Christenfeld thanked Mr. Creel for his work.

4. GASB 45 Allocation for Hanscom Retirees

Document: Memorandum to School Committee and Becky McFall from Buckner Creel, Subject: GASB 45 obligation – Hanscom budget, dated June 11, 2018

Mr. Creel reviewed his memorandum on the Governmental Accounting Standards Board (GASB 45)'s requirement to fund retiree benefits for Hanscom employees. He said that the Committee and the district have made good progress in funding the obligation and have funded 24.82% of it. He and Dr. McFall discussed whether the Committee should contribute \$300,000 or \$400,000 this year and decided it was best to recommend to the Committee to contribute \$300,000 because of the uncertainty of the cost of the furniture, fixtures, and equipment [FF+E] for the new Hanscom Primary School.

Mr. Christenfeld moved, and Mr. Borden seconded, the motion to approve a transfer of \$300,000 from the Hanscom Health Insurance Reserve Fund to the Town of Lincoln's Group Liability Insurance Fund.

Mr. Christenfeld thanked Mr. Creel for his work.

10. Old Business

Document: None.

Dr. McFall said that there will be four sections of kindergarten in FY19. She said that the Committee had approved the enrollment of up to 20 new Boston students: 12 in kindergarten, 4 in 1st grade, and 4 in 2nd grade. She would like to enroll 91 students from Boston, and was now requesting that the Lincoln campus enroll up to 26 students: 12 kindergarteners, 9 first graders, and 5 second graders, saying that the class-size averages were in a good place for all three grades. The Boston students would make up approximately 15% of the student body. Dr. McFall said there was no guarantee that the district could fill all 91 spaces.

Ms. Mitchell was concerned that the number of Boston students was too high and wondered if there would be enough supports for the cohort. Mr. Creel said with more students, there would be more money available to support them. Mr. Christenfeld explained that it was a long standing policy that the Lincoln campus enroll 91 Boston students from the METCO program each year, and there have been lower numbers of Boston students for the last few years.

Mr. Christenfeld moved, and Mr. Borden seconded, the motion to authorize the enrollment of 12 Boston students in kindergarten, 8 Boston students in first grade, and 5 Boston students in second grade for the 2018-2019 school year.

There being no further discussion, the Committee voted unanimously for the motion.

In the spring, a parent was concerned that the policy against bullying was not followed. At the May 24 meeting, the Committee voted to authorize Dr. McFall to contact an attorney for student services to conduct a preliminary review of the documents and communications regarding the bullying incident and the carrying out of the bullying prevention and intervention plan and to report back as to whether further investigation of the bullying incident and the carrying out of the bullying prevention and intervention plan was warranted.

Dr. McFall updated the Committee and said the documents have been submitted to the attorney. She said it would take at least two to three weeks before there was an answer.

11. New Business

None.

12. Approval of Minutes

None.

13. Information Enclosures

Document: Letter to Mr. Jacques Cohen and Ms. Diana Beaudoin, from Rebecca McFall, Ed.D., Superintendent, dated June 14, 2018

This item was for the Committee's information. It was not discussed.

14. Adjournment

On motion by Mr. Christenfeld, seconded by Mr. Borden, the Committee voted

unanimously to adjourn the meeting at 10:03 pm.

The next School Committee meeting is tentatively scheduled for Thursday, August 30, 2018 at 7:00 pm in the Hartwell Multipurpose Room, Hartwell Building, Ballfield Road, Lincoln, MA.

Respectfully submitted,
Sarah G. Marcotte
Recording Secretary