

1 MINUTES OF THE LINCOLN SCHOOL COMMITTEE

2 Thursday, February 28, 2019

3 Hartwell Multipurpose Room, Hartwell Building, Ballfield Road, Lincoln, MA

4 OPEN SESSION

5
6 Present: Tim Christenfeld (Chairperson), Peter Borden (Vice Chairperson), Tara Mitchell,
7 Trintje Gnazzo, Laurel Wironen (Hanscom Educational Liaison), Simone Johnson (METCO
8 Representative). Also Present: Becky McFall (Superintendent), Jessica Rose (Assistant
9 Superintendent), Buckner Creel (Administrator for Business and Finance), Mary Emmons
10 (Administrator for Student Services), Robert Ford (Director of Technology).

11
12 Absent: Adam Hogue.

13
14 1. Greetings and Call to Order

15 Mr. Christenfeld, Chairperson, called the open session to order at 7:02 pm.

16 Mr. Borden participated remotely via cell phone because of significant geographic
17 distance. There was a quorum of Committee members physically present in the meeting room.
18 As required by the "Remote Participation" provision, Mr. Borden stated that no other person was
19 in proximity that could exert undue influence on him. All votes must be recorded as roll call
20 votes this evening. The Committee approved the use of the "Remote Participation" provision of
21 the Open Meeting Law, M.G.L. Ch. 30A, §§ 18-25, on November 7, 2013, and the enabling
22 authority or controlling regulation is 940 C.M.R. 29.1(8).

23
24 2. Chairperson's and Members' Reports

25 Ms. Mitchell thanked the First Parish for their pre-vacation talk with the author of
26 Educating Children in the Age of Artificial Intelligence.

27 Mr. Christenfeld met with Chairperson Lisa Kouchakdjian of the Sudbury K-8 and
28 Chairperson Radha Gargeya of the Lincoln Sudbury Regional High School School Committees
29 to discuss the March 11 Tri-District Forum on Anxiety and Mental Health. Dr. Mona Potter,
30 Medical Director of McLean Hospital's Child and Adolescent Outpatient Services and Instructor
31 in Psychiatry at Harvard Medical School, will be the speaker, and Mr. Christenfeld thanked Ms.
32 Emmons for setting up the speaker.

33 Ms. Gnazzo reported that the PTO's March Forum for Town candidates has been
34 cancelled, and the PTO will instead focus on the meeting planned in Boston.

35
36 3. Public Comments

37 None.

38
39 4. Consent Agenda

40 1. Accept Gift for Hanscom Family Relief Fund: \$100 from Theresa Russell and Eugene
41 Cray

42 Document: Memorandum to School Committee and Becky McFall, Superintendent, from
43 Buckner Creel, Subject: Hanscom Family Relief Gifts, dated February 11, 2019

44
45 Mr. Christenfeld moved, and Ms. Mitchell seconded, the motion to accept a gift of
46 \$100.00 from Theresa Russell and Eugene Cray for the Hanscom Family Support Fund.

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

2 Mr. Christenfeld thanked Theresa Russell and Eugene Cray for their generous gift. The
3 administration will send a thank you letter.

4
5 5. Time Scheduled Appointments

6 1. Planning for Boston Meeting

7 Document: None

8
9 The Committee will hold a session in Boston on Thursday, March 28 with the location
10 and time to be selected. Dr. McFall asked the Committee if they wanted to hold a regular
11 Committee meeting or hold a public forum instead. The Committee discussed the agenda for the
12 Boston session. METCO Director and Academic Advisor Ms. Lateefah Franck and Ms. Johnson
13 provided feedback about how to encourage METCO family participation and engagement. Ms.
14 Mitchell said they need to ask parents how they would like to receive information from the
15 Committee and whether a survey would help. Ms. Franck suggested including the Profile of a
16 Learner presentation and reported that the PTO would like to participate. Details on timing,
17 refreshments, and whether the session would be taped was also discussed. It was decided to
18 invite METCO, Inc. but not to include them on the agenda given time constraints. Dr. Rose and
19 Ms. Franck will finalize the agenda.

20
21 2. EDCO Articles of Agreement Revisited, Second Reading and VOTE

22 Documents: 1) Letter to Board Members from Nadine Ekstrom, Executive Director
23 EDCO, Articles of Agreement, undated; 2) EDCO Collaborative, Articles of Agreement,
24 effective July 1, 2019

25
26 Lincoln is one of the sixteen member districts of the EDCO Collaborative.

27 Dr. McFall said that the Committee approved changes to the EDCO Agreement in
28 September, but since then the Department of Elementary and Secondary Education [DESE] has
29 given EDCO additional changes, the Committee will need to approve DESE's changes and vote
30 for the Agreement again.

31 Mr. Christenfeld moved, and Ms. Mitchell seconded, the motion to approve the updated
32 EDCO Articles of Agreement as presented.

33 The Committee voted unanimously for the motion. The roll call vote was: Mr.
34 Christenfeld, yes; Mr. Borden, yes; Ms. Mitchell, yes; Ms. Gnazzo, yes.

35
36 3. School Choice Hearing and VOTE

37 Document: None.

38
39 The Massachusetts School Choice Law M.G.L. Ch. 76 § 12b requires school districts to
40 enroll non-residential students unless the School Committee votes before June 1 not to
41 participate in the School Choice program for the following school year.

42 Dr. McFall said the issue is that the amount of funding that the district would receive,
43 \$5,000.00 per student, is extremely low, and the Committee has voted not to participate most
44 years. She recommended that the Committee vote not to participate in the School Choice
45 program.

1 Mr. Christenfeld moved, and Ms. Mitchell seconded, the motion to withdraw from the
2 Massachusetts School Choice program for the 2019-2020 school year for the following reasons:
3 a) potential financial loss because of the significant discrepancy between the reimbursement rate
4 (\$5,000 per pupil) and the actual per pupil cost in Lincoln; b) potential special education costs to
5 the district; and c) commitment to maintain small class size; and d) classroom space constraints.

6 The Committee voted unanimously for the motion. The roll call vote was: Mr.
7 Christenfeld, yes; Mr. Borden, yes; Ms. Mitchell, yes; Ms. Gnazzo, yes.

8 Dr. McFall will complete the required survey to send to the Department of Elementary
9 and Secondary Education [DESE].

10 4. Review and Discussion of Town Meeting Warrant Articles

11 Documents: PowerPoint presentation

12
13
14 Mr. Creel said there will be four warrant articles that the School Committee will be
15 presenting at Town Meeting on March 23, 2019. The operating budget is Article 8. The Capital
16 Planning Committee will present Article 9 to replace the Hartwell Roof for \$660,000. Mr. Creel
17 noted that they will need a design process for the roof first. Article 13 is the classroom
18 rehabilitation and maintenance article for \$45,000. The fourth article is Article 20, \$26,000
19 Medicaid reimbursements into the budget.

20 5. Update on Lincoln School Building Project

21 Document: None.

22
23
24 Mr. Christenfeld reported updates on the School Building project. The Town has an
25 AAA rating and will bond \$80 million for the project. The bonds will be issued on March 7 at
26 an interest rate of 3.38%, which is lower than the estimated rate of 5%. The tax increase was
27 estimated to be \$2,415 on a median home. Mr. Christenfeld said that the Town owes a great debt
28 of gratitude to Finance Director Colleen Wilkins, Town Administrator Timothy Higgins, the
29 Finance Committee, Mr. Creel, and Dr. McFall for their hard work.

30 Mr. Christenfeld reported the Power Purchase Agreement Subcommittee [PPA] will meet
31 Wednesday, March 6 on negotiations with SunPower on solar panels.

32 Dr. McFall said the bids for modular classrooms will be out early next week and bidders
33 will submit their bids. Mr. Creel, Mr. Haines, and Dr. McFall attended the site planning group to
34 provide additional information to the SBC. She reported that the gym and auditorium design
35 details are evolving.

36 Mr. Creel reported that exploration investigations will occur during the April vacation
37 and then more extensively over the summer. The ceilings will be removed to orchestrate the
38 design changes coming.

39 Mr. Christenfeld said the Historic Commission will hold a hearing on Tuesday, March 5
40 regarding Smith building demolition permits. Mr. Creel said there will not be extensive
41 demolition of the building for a year.

42 There is information on the building design at the SBC's website, www.lincolnsbc.org,
43 and the Town's website, www.lincolntown.org.

44 6. Mid-cycle Review of Superintendent

45 Document: None.
46

1
2 The Committee is required by law to evaluate the superintendent's performance each
3 year.

4 Mr. Christenfeld asked Committee members if additional information was needed from
5 Dr. McFall in order to evaluate her performance. He also informed the Committee that a vote
6 was required on whether Dr. McFall's performance warrants entering into negotiations for a
7 salary increase as an increase would need to be included in the FY20 budget presented at the
8 Town Meeting.

9 Mr. Christenfeld reported on the extensive efforts and performance by Dr. McFall with
10 regards to the district and superintendent goals and recommended entering into negotiations for a
11 salary increase.

12 Mr. Christenfeld moved, and Ms. Mitchell seconded, the motion to enter into negotiations
13 for an annual salary increase for Dr. Rebecca McFall.

14 The Committee voted unanimously for the motion. The roll call vote was: Mr.
15 Christenfeld, yes; Mr. Borden, yes; Ms. Mitchell, yes; Ms. Gnazzo, yes.

16 17 6. Superintendent's Report

18 Document: None.

19
20 Dr. McFall reported that the search for the new Hanscom Primary School principal was
21 underway and has a strong pool of candidates. Interviews will begin next Monday, Tuesday, and
22 Thursday with a full day for the finalists the following week and the Committee interviews
23 planned for the March 14 meeting.

24 Dr. McFall said that she and Dr. Rose would have Ms. Emmons use their time to report
25 about the results of the reviews by the Department of Defense Educational Activity [DoDEA]
26 and the Department of Elementary and Secondary Education [DESE].

27 Ms. Emmons said that DoDEA visited February 4 to 8 to review the records of the
28 district's special education process, programs, and residential eligibility. For the eligibility
29 piece, last year there were 362 issues, but this year there were only 41 issues. DoDEA said the
30 district has clear and comprehensive records, and DoDEA said they witnessed staff and
31 administrators going above and beyond. Dr. McFall said that the district may not receive a
32 report back from DoDEA because the Secretary of State has to approve any documents before
33 the documents are disseminated publicly.

34 Ms. Emmons said that DESE visited the district on January 10 and 11 for the compliance
35 review of records that has 32 criteria and three civil rights. DESE interviewed the SEPAC, Ms.
36 Emmons, and Dr. McFall. The district received a report the Friday after vacation and is in full
37 compliance, and there are no corrective actions needed. Ms. Emmons said it was an extensive
38 amount of work, and she thanked Denise Oldham, Lynn Fagan, the faculty and others for their
39 work on the self assessment.

40 41 7. Curriculum

42 None.

43 44 8. Policy

45 1. Review Policy JFA, School Admissions, First Reading

1 Documents: 1) Policy, File: JFA, School Admissions, Revised at School Committee
 2 Meeting of April 26, 2018; 2) Draft, Policy, File: JFA, School Admissions, Revised at School
 3 Committee Meeting of April 26, 2018
 4

5 Ms. Emmons said that the review of the two existing policies, JFA and JFAA, and the
 6 new ones, JFABE, JFABD, JFABF, are being considered for a suitability review. She is
 7 currently updating the existing policies to reflect federal changes and will submit the final drafts
 8 to the necessary departments and report back.

9 Policy, File: JFA, School Admissions, will come back to the next meeting for a second
 10 reading and vote.
 11

12 2. Review Proposed New Policy JFABE, Educational Opportunities for Military
 13 Children, First Reading

14 Document: Draft, Policy, File: JFABE, Educational Opportunities for Military Children,
 15 undated
 16

17 Ms. Emmons said the policy was for students of active duty military, parent killed while
 18 on active duty, or a parent medically discharged within the school year. The point is not to
 19 interrupt the students' education.

20 The suggested edits are: first paragraph, first sentence, delete the extra word, "those"
 21 from the second line. Under Definitions, fourth paragraph, clause should say, "Eligible students
 22 are dependents of those who are:". The first bullet should say, "active duty members of the
 23 uniformed services as defined in the Military Interstate Compact, ". The second bullet should
 24 say, "...who are severely injured and/or medically discharged...". On page two, the fourth
 25 bullet should say, "placement of students in all instruction or services from the sending
 26 school...".

27 Policy, File: JFABE, Educational Opportunities for Military Children, will come back to
 28 the next meeting for a second reading and vote.
 29

30 3. Review Proposed New Policy JFABD, Homeless Students: Enrollment Rights and
 31 Services, First Reading

32 Document: Draft, Policy, File: JFABD, Homeless Students: Enrollment Rights and
 33 Services, undated
 34

35 Dr. McFall said that the Hanscom Air Force Base policy is that people cannot
 36 permanently reside on the Base campground. Ms. Emmons noted that when students are
 37 homeless but then find permanent housing, they can attend school in the district until the end of
 38 the school year.

39 Ms. Mitchell asked that they delete the words, "vocational and technical education
 40 programs" in the third sentence of the first paragraph. Mr. Ford suggested that the words,
 41 "bilingual education" be replaced with "ELL services" in the third sentence of the first
 42 paragraph.

43 Policy JFABD, Homeless Students: Enrollment Rights and Services, will come back to
 44 the next meeting for a second reading and vote.

45 4. Review Proposed New Policy JFABF, Education Opportunities for Children in Foster
 46 Care, First Reading

1 Document: Policy, File: JFABF, Education Opportunities for Children in Foster Care,
2 undated

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4 Ms. Emmons said that a student in foster care is a student who has been removed from
5 their home by the Commonwealth's Department of Children and Families [DCF] and placed
6 with foster parents. She discussed the district expenses, legal obligations, and the importance of
7 ensuring there is no interruption in a student's education.

8 Ms. Emmons has sent the draft policy to DCF/DESE.

9 Policy, File: JFABF, Education Opportunities for Children in Foster Care, will come
10 back to the next meeting for a second reading and vote.

11 5. Review Policy JFAA, Admission of Resident Students, First Reading

12 Documents: 1) Policy, File: JFAA, Admission of Resident Students, Revised at School
13 Committee Meeting of April 26, 2018; 2) Draft, Policy, File: JFAA, Admission of Resident
14 Students, Revised at School Committee Meeting of April 26, 2018

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16
17 Ms. Mitchell asked that all of the new policies be included as references in this policy.

18 Policy JFAA, Admission of Resident Students, will come back to the next meeting for a
19 second reading and vote to revise it.

20 21 9. Facilities and Financial

22 1. Warrant Approval

23 Document: None.

24
25 Mr. Creel presented the payroll warrant totaling \$787,872.83 and the accounts payable
26 warrant totaling \$582,210.44 for a total of \$1,370,083.27. Mr. Christenfeld reviewed the
27 warrants and recommended that they be approved. Mr. Christenfeld moved, and Ms. Mitchell
28 seconded, the motion to approve the warrants as presented.

29 There being no further discussion, the Committee voted unanimously for the motion.
30 The roll call vote was: Mr. Christenfeld, yes; Mr. Borden, yes; Ms. Mitchell, yes; Ms. Gnazzo,
31 yes.

32 Mr. Christenfeld thanked Mr. Creel for his work.

33 34 10. Old Business

35 1. Review of School Committee Mid-year Goals

36 Document: LPS: School Committee Strategic Objectives and Priorities 2018-2019, dated
37 January 14, 2019

38
39 Ms. Mitchell said the Committee's goals were established during their summer workshop
40 meetings. She said the Committee has made progress with some and continued work is needed
41 with others. She said she would like to have that discussion when Mr. Borden and Mr. Hogue
42 were present and recommended moving the discussion to another time.

43 44 2. Follow-up Information on Possible Remediation – Lincoln School Inside Temperatures 45 and AC

46 Document: Smith Window Film Options, undated

1
2 Dr. McFall reported that Mr. Haines, Facilities Manager, had put together the costs to
3 install Panorama Slate 10 window film to reduce the temperature in the most affected Smith
4 School classrooms. There were six days in September 2018 that were 90 degrees or more.

5 Mr. Creel asked the Committee to consider Priority 1, for a partial cost of \$7,680 or a full
6 cost of \$10,560, and Priority 2, for a partial cost of \$3,600 or a full cost of \$6,480.

7 Dr. McFall said they had not budgeted for the window film but that she would examine
8 the options with Mr. Creel and come back to the Committee with the impact of the various costs
9 on the budget.

10
11 11. New Business

12 Document: None.

13
14 Mr. Borden left the meeting at 9:18 pm.

15
16 12. Approval of Minutes

17 Document: Draft of Meeting Minutes, November 8, 2018

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19 Mr. Christenfeld moved, and Ms. Gnazzo seconded, the motion to approve the minutes of
20 the November 8, 2018 meeting. The Committee voted unanimously for the motion.

21 The set of minutes will be posted on the website, www.lincnet.org.

22
23 13. Information Enclosures

24 Documents: 1) Letter to Mr. and Mrs. Christopher Uhrich from Rebecca McFall, Ed.D.,
25 Superintendent, dated February 12, 2019; 2) Letter to Mr. Conrad Todd from Rebecca McFall,
26 Ed.D., Superintendent, dated February 12, 2019; 3) Letter to Mr. and Mrs. Kenneth Mitchell
27 from Rebecca McFall, Ed.D., Superintendent, dated February 12, 2019; 4) Letter to Ms. Michelle
28 Shook, Hanscom Spouses Club, from Rebecca McFall, Ed.D., Superintendent, dated February
29 12, 2019

30
31 These items were for the Committee's information. They were not discussed.

32
33 14. Adjournment

34
35 On motion by Mr. Christenfeld, seconded by Ms. Mitchell, the Committee voted
36 unanimously to go into Executive Session for the purpose of conducting a strategy session in
37 preparation for negotiations with nonunion personnel or to conduct collective bargaining
38 sessions or contract negotiations with nonunion personnel and to comply with, or act under the
39 authority of, any general or special law or federal Grant-in-aid requirements and for the approval
40 of Executive Session minutes. The roll call vote was as follows: Mr. Christenfeld, yes; Ms.
41 Mitchell, yes; Ms. Gnazzo, yes. The Committee would not be returning to open session. The
42 open session adjourned at 9:20 pm.

43
44 15. Executive Session

45

1 The next School Committee meeting is tentatively scheduled for Thursday, March 14,
2 2019 at 7:00 pm in the Hartwell Multipurpose Room, Hartwell Building, Ballfield Road,
3 Lincoln, MA.

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5 Respectfully submitted,
6 Sarah G. Marcotte
7 Recording Secretary

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