

**MINUTES OF THE
LINCOLN SCHOOL COMMITTEE
September 5, 2007**

Present: Julie Dobrow (Chair), Laurie Manos (Vice Chair), Sharon Antia, Tom Sander, Al Schmertzler, Mary Goldstein, (Hanscom Representative). Also present: Mickey Brandmeyer (Superintendent), Mary Sterling (Assistant Superintendent), Buckner Creel (Administrator for Business and Finance).

I Greetings and Call to Order

Ms. Dobrow called the meeting to order at 7:08 pm

II Chairperson's and Members' Reports

Ms. Dobrow announced that she sadly accepted the resignation of Deneen Trask, Hanscom Representative. She added that Ms. Trask and her family have relocated to Georgia due to her husband's transfer. Ms. Dobrow stated she would like to publicly thank Ms. Trask for her service to the school committee. Ms. Dobrow also noted that Ms. Trask always asked insightful questions and kept Hanscom in the forefront, reminding us that we are a two family campus. Ms. Dobrow added that we wish Ms. Trask and her family well in Georgia.

Ms. Dobrow warmly welcomed Mary Sterling, the new Assistant Superintendent. Ms. Dobrow stated Ms. Sterling has already been hard at work and the teachers are thrilled to have her join us.

Ms. Dobrow welcomed Ed Orenstein, the New Special Education Director. Ms. Dobrow stated Mr. Orenstein is not here tonight but that having served as the former Director of the CASE Collaborative he is no stranger to Lincoln, and he will be a welcome addition to the administrative team.

Ms. Dobrow thanked Dorothy Blakeley; temporary recording secretary for tonight's meeting. Mr. Creel added that they have advertised for this job and expect to fill it soon.

Ms. Dobrow spoke of the great orientation meeting for the teaching team which attracted both familiar faces and new faces. She added that there was a wonderful energy in the room. Ms. Dobrow stated that she and Mickey Brandmeyer worked together over the summer with members of the Conservation Committee and Public Safety Departments on ideas for an emergency access road from the campus. Ms. Dobrow also noted the emergency egress work is terribly important. Ms. Dobrow thanked the PTA for the landscaping work and beautiful project they completed in the courtyard. Ms. Dobrow also thanked the volunteers who tape our meetings and added that we are always looking for volunteers.

III Public Comments

None

IV Consent Agenda

- A. Accept Gift for Lincoln Cape Cod Trip
Documentation of Gift from Lincoln PTA

The School Committee was asked to accept a donation of \$570 from the Lincoln PTA to support the Lincoln School Grade 5 Cape Cod Trip.

- B. Accept Gift for Lincoln School Instrumental Music Program
Documentation of Gift from Ms. Marion Crean

The School Committee was asked to accept the donation of a flute valued at \$100 to be used to benefit the students of the Lincoln School music program.

- C. Accept \$25,000 Grant from Codman Trust
Documentation from the Odgen Codman Trust

The School Committee was asked to accept a \$25,000 grant from the Odgen Codman Trust to fund the establishment of the Lincoln School Drama Program.

Ms. Dobrow moved that the School Committee accept the Consent Agenda. Ms. Manos seconded the motion. All elected members voted in favor of accepting the Consent Agenda.

Ms. Dobrow stated we need to flip the order of the agenda to accommodate Hanscom members who needed to leave early.

VIII. Policy

Documents: a) Lincoln Public School memorandum from Mickey Brandmeyer to the School Committee dated 9/4/07 regarding Policy KHB: Advertising and Commercialism; b) Lincoln Public Schools Advertising and Commercialism Policy adopted at School Committee Meeting on 4/12/07; c) Brochure insert from the Innisbrook Fundraiser Pamphlet.

Mr. Brandmeyer spoke of the Innisbrook fundraiser and of its importance to the PTA of Lincoln and the PTO of Hanscom. He added that while understanding the importance of this fundraiser, he is seeking clarity from the School Committee on how this applies to Policy KHB, Advertising and Commercialism (adopted by the School Committee last April). Mr. Brandmeyer noted that it is not his intent to have a negative impact on the PTA/PTO events. He said that if the fundraiser process does not interrupt the educational process, but instead benefits it, it would have his support. Mr. Brandmeyer asked all the principals for their thoughts on this. Mr. McKenna responded that the fundraiser is scheduled for early in the year, for September and October and that he supports the fundraiser, but does believe it exposes children to advertising. Mr. Brandmeyer is seeking guidance on how to apply the fundraising process to the Policy KHB, Advertising and Commercialism. Mr. Brandmeyer said that is fine as long as the approach was aimed more towards adults than children, but that he was concerned with making kids "little salespeople." Mr. Brandmeyer further stated that brand names may assist in reaching sales targets and also, that he looked into not doing the incentive. However, he found that incentives are important to kids. Mr. Brandmeyer also noted that this is an important decision on how we want to apply this short term versus long-term policy. He said we may have conflicts with our wellness policy too.

Ms. Manos responded by saying that Policy KHB: Advertising and Commercialism was not intended to hamper the PTA/PTO in their fundraising efforts, in fact, there is a specific proviso to this effect. Ms. Manos added that the Superintendent's guidelines may have some gray areas and she would like to hear from colleagues. She said it would be difficult to step away from the fundraiser at this time when plans are in place.

Mr. Sander said that the policy permits exceptions if there are educational benefits. Here the educational benefit is not the process of participating in the Innisbrook fundraiser itself but the uses of those funds by the PTA that are the educational benefits. Mr. Sander asked what we could do to lower the advertising footprint. He suggested perhaps having posters directing interested students to go online and not devoting space in school to advertising.

Mr. Schmertzler stated he disagrees and he believes to make money as the sole criteria is not acceptable. He would like us to discard the brochure and perhaps in lieu of this use gift cards or something similar. Mr. Schmertzler added that it would be terrible to see a banner outside of school promoting XYZ Cola School. "We went to great lengths to establish rules and we should stick to them."

Sharon Antia said she disagrees with Mr. Schmertzler and realizes the importance of the services provided by the money raised. However, she does have some misgivings and is not sure of what other method of raising money would be effective. Ms. Antia said that some of the items other than gift wrap, such as candy, may conflict with our wellness policy. Overall, she believes we should go through as planned with the fundraiser.

Mr. Brandmeyer presented the flyer and said we are trying to find a solution for the PTA/PTO to make money for the enrichment programs. There must be a middle ground to support the sales but do not cross the line where kids are involved. The PTA/PTO is a proxy for kids and suggested that we do the sale, do not use the brochure and to find out more, go to the website.

Mr. Sander added that the policy does not prevent a student from searching out this commercial prize information at home or the posters with prizes being posted at Donelans.

Mr. Schmertzler suggested listing something on a sheet without the glamour of a brochure.

Ms. Dobrow asked Kathy Clark, Lincoln PTA President, about her opinion on this matter. Ms. Clark responded that there has been a large amount of scrutiny from the Mass. School Policy in many school systems. She added that she thought the PTA/PTO would not be impacted and that the fundraiser is set to go in a couple of weeks. The PTA/PTO are committed to Innisbrook and she had no knowledge of a potential problem. Ms. Dobrow suggested if we remove the brochure from the package, this might help. Ms. Clark mentioned the fundraiser is no longer being supported in school; posters have been taken down and replaced with gift-wrapped boxes. Ms. Dobrow stated, as a media educator, she hopes that parents will teach their children to make good decisions about advertising and that this dilemma could provide organizations with an opportunity to do some media literacy education in addition to fundraising. Additionally, a website where children and their parents could visit together could help children learn about advertising in a healthier way and would be more appropriate. Mr. Sander said we want to avoid the children being bombarded by brochures and that a website that they could visit would be entirely different and lessen the advertising in school space. Ms. Clark posed a question for thought: if

a PTA/PTO fundraiser such as a bingo night with baskets of prizes – is the School Committee really going to be involved in every aspect of what goes into those baskets and approve every item? Ms. Clark also stated that this is the 11th hour in regard to the upcoming Innisbrook fundraiser and it's not fair to pull out at this time. Mr. Brandmeyer responded that the difference is a fundraising bingo evening involves parents bringing their kids to school and it's not involving the school day and educational process. Ms. Clark asked if we could send the brochure home in a backpack addressed to the parents or perhaps mail the brochure. Ms. Manos responded we are clearly in a transition here so maybe we should vote tonight to let this fundraiser go forward. Afterwards we should revisit this policy and involve representatives from the PTA/PTO to maintain the school spirit and educational environment is not impacted. Mr. Brandmeyer said that when we do revisit the policy, we should think about other organizations and be clear about how to affect policy without countermending any other policies. Ms. Manos extended apologies to everyone and noted we are trying to set a high standard.

Larissa Cattles, President of Hanscom PTO said Hanscom is composed of military families and that Innisbrook earns 70% of their money. Ms. Cattles stated if the fundraiser was removed from the middle school, we would be devastated. She also noted that when the kickoff assemblies were removed, there was a 30% loss of money earned. She noted that the envelope was addressed to the "Parents of" and that they do not require door-to-door sales, but use email, friends and family to support their sales. Ms. Cattles also said if this type of fundraiser is impeded, that the PTO will have to disband. Ms. Dobrow said it was never the intent of the policy to impinge upon the important work of the PTO/PTA. Ms. Dobrow supports Ms. Manos' statements that this is a test case and we should go back to the drawing board and perhaps establish a subcommittee to create guidelines that serve the dual purposes of raising money and following policy. Mr. Brandmeyer said there is no vote needed tonight as he was just looking for guidance. Mr. Schmertzler asked if this were a one time exception or should we suspend the policy? Mr. Creel said there are layers to this and it's not like we have to take action against the installation of a coke machine. Mr. Sander stated he understands Ms. Clark's view and we should work with the parents in a constructive way and minimize stuff on the walls and still make money. Mr. Brandmeyer said he would be happy to work with PTA/PTO and he understands the importance of fundraising. Ms. Manos asked if we should suspend the policy temporarily. Mr. Sander recommends that we leave it as is and convene a subcommittee so that we're aware of conflicts that arise. Ms. Manos added we need to move as quickly as possible. Ms. Dobrow added her appreciation of all the hard work of the PTA/PTO.

Ms. Dobrow welcomed Lt. Deputy Colonel Jerry Parrish, the new school liaison from Hanscom Air Force Base and said she is happy to have him on board. Col. Parrish added he is happy to be here and he is excited for the challenge. Col. Parrish said both Lincoln and Bedford do a lot for the kids and he is glad to be here to reciprocate.

V. Time Schedule Appointments

A. Class Size Subcommittee: Preliminary Report

Ms. Dobrow thanked everyone on the Class Size Subcommittee in attendance tonight for their enormous amount of work. There was a tremendous amount of data and thoughtfulness put into this project and it is appreciated. Ms. Manos said this is an exciting night for the subcommittee, who started working on this in January. In January 2007, the School Committee voted to establish a subcommittee to review the Lincoln Public Schools' policy on class size. The subcommittee membership includes representation from the School Committee, Administration, faculty, parents and the Finance Committee.

The Class Size Policy Review Subcommittee Members:

| | |
|----------------------|---------------------------------|
| Laurie Manos | Class Size Chair, SC Vice Chair |
| Al Schmertzler | School Committee member |
| Mickey Brandmeyer | Superintendent |
| Stephen McKenna | Principal K-4 |
| Sarah Wood | Teacher |
| Barbara Low | Community Representative |
| Jennifer Glass | Parent Representative |
| Timothy Christenfeld | Parent Representative |
| Shing Hsieh | Parent Representative |
| Staci Montori | Parent Representative |
| John Robinson | Finance Committee Liaison |

The Subcommittee organized into 5 groups that included:

- a) educational literature review
- b) review of comparable communities policies and practices
- c) financial modeling
- d) parent survey
- e) teacher survey

The Subcommittee gave the School Committee a progress report and summary of the packet materials. A community forum on this topic is scheduled for Monday, 9/10 and then recommendations will be given to the School Committee on 9/20.

Background:

The current policy has been in place since the 1980s and calls for a target of 18, 20 and 22 for grades K, 1, and 2-8 respectively and corresponding maximums of 20, 22 and 24.

The Hanscom policy was recently revised by the Department of Defense (2006-07 school year) and calls for PreK to grade 3 to average no more than 18 students and grade 4-8 to average no more than 23 students.

Educational Literature Review:

A rigorous review of the available educational literature on the effects of class size on academic achievement has been completed.

Three primary sources:

Glass and Smith meta-analysis of effects of class size, 1979

Tennessee Project STAR

California class size reduction initiative, 1996 –

Mr. Christenfeld stated the first and foremost important thing is, smaller class size is better. The most solid evidence of this is in the Tennessee project that studied 3 groups of kindergarteners starting in 1985. They tracked the performances of 3 groups of different class sizes and found the smaller class size had better math and reading scores through high school where the smaller class size students took more A/P classes and foreign language classes. Mr. Christenfeld said the literature also suggested there are no shortcuts to the benefits of a smaller class size. The literature suggested several things:

- a) Reducing the class size to 15 in grades K-3 produced the greatest improvement in academic achievement
- b) This improvement was most dramatic for educationally disadvantaged children
- c) Children in a classroom with a teacher and teaching assistant showed no improvement over children without a teaching assistant in a larger size classroom
- d) Teacher quality had a greater impact on academic outcomes than class size, but reduced class size made the teacher's quality of life better as well as more satisfying.

Mr. Christenfeld also noted the literature does not provide the answers to other questions:

- a) If you have the money, is this the best way to spend it, and if so, is class size reduction the most effective use of that money?
- b) Do small reductions in class size have an impact on academic achievement?
- c) Do the findings apply to an affluent suburb like Lincoln as distinct from the poor inner city as distinct from the poor inner city Tennessee community in the Tennessee study?

Overview of Peer Community Analysis:

Jennifer Glass, John Robinson and Barbara Low compiled a 20 page analysis of peer communities and found the following:

- Our group surveyed 18 communities including Lincoln
- We looked at school communities similar to Lincoln and some with similar guidelines
- Some of the communities we studied included: Lexington, Concord, Brookline, Belmont, Cohasset and Harvard
- We looked at class size policy and actual numbers, assistants, educational programming and supplementary programming
- Some districts provided very complete answers, others did not

Findings:

Class Size:

- Some communities have class size policies, some have guidelines and others use teacher's contracts to set maximums
- Only 3 districts, including Hanscom, have a smaller Kindergarten policy than Lincoln
- 6 districts have grade 1 policy lower than Lincoln
- 13 districts have grade 2 policy lower than Lincoln
- 11 districts have grade 3 policy lower than Lincoln
- 6 districts have grade 4 policy lower than Lincoln

Classroom Assistants:

- 4 communities: Acton, Boxboro, Dover and Lincoln have assistants beyond grade 2

- 13 of the communities have aides in kindergarten; 7 communities have aides in grade 1; 6 communities have assistants in grade 2

Educational Programming:

- Every district offers physical education, art and music in the elementary grades; less so in middle school.
- Most schools have library weekly except for Lexington, every other week, and Lincoln offers library once a week for half the year and computer tech for the other half of the year
- Bedford, Carlisle, Sudbury and Weston introduce foreign languages in grade 1, though most of these are just occasional instruction. Almost all middle schools offer foreign languages

Supplemental Programs:

- Most schools have remedial programs for reading, ELL and math
- Few schools offer “gifted and talented” programs
- Very few schools offer MCAS prep work, and if they do, it’s outside of school hours

Jennifer Glass noted there is an overwhelming amount of information on the Department of Education’s website.

Direct Comparison to Other Communities:

The group thought it would be useful to compare Lincoln’s data to two other similar communities: Carlisle and Concord.

Class Size Policy and Actual Numbers:

- Lincoln has 3 different size breaks for class size: K, 1, and grades 2-8
- Carlisle has 3 size breaks as well: K-2, 3-5, and 6-8
- Concord has 2 breaks: K-5 and 6-8
- Actual class size are very similar, except for Concord’s 06-07 Kindergarten class

Classroom Assistants:

- Lincoln is the only one of the 3 that has classroom assistants above grade 1
- Carlisle will have assistants in K and grade 1 beginning next year. Non-SPED aides in grades 2-5 were eliminated
- Concord has full time aides in K and reading tutors in grades 1 and 2

Teacher Surveys:

Mr. Brandmeyer presented the survey information conducted online in the spring of 2007. Mr. Brandmeyer was pleased with the number of teachers who responded (53), including those teaching art and music. Taking a look at the averages for the largest and the smallest class sizes, the largest averaged out to 26 students and the smallest 14 students. Almost 44% of the teachers would like the class size to decrease and about 54% would like class size to remain the same. Mr. Brandmeyer also noted teachers would not trade other costs for lowering class size. Teachers believe all students would benefit from smaller classes, but feel that SPED students would have the most benefit from this reduction. Also, the survey indicated by reducing the class size slightly, by 2 students, would not make much of an impact on education, in the teachers’ opinions. However, by reducing the class size more significantly, by 3 or 4 students, would make the environment better. Mr. Brandmeyer also stated that teachers do appreciate the quality of life and how much attention they are able to devote to their students.

Parent and Guardian Surveys:

Ms. Manos stated that 272 parents responded, a good response rate overall with reasonable METCO participation as well. Ms. Manos noted that all the data we used Lincoln and Hanscom combined. The survey was conducted online in the spring of 2007. The majority of the respondents had children in the Lincoln School (84%) and parents of children grades 1-4 were most heavily represented. METCO families were also well represented with 10% of the Lincoln school respondents. Most parents reported a high degree of satisfaction with the overall educational experience of Lincoln school class sizes. Parents in grades 2, 3, and 4 would like to see the current class size decrease. Parents in grade K and 1 overwhelmingly want their class size to remain the same. Parents in 5-8 would also like class sizes to remain the same. Ms. Manos said the survey showed parents feel between 16-19 is an ideal class size and 20-24 is unacceptable. Ms. Manos referred to the PowerPoint presentation of parents “ideal” and “unacceptable” class size versus the current Lincoln School policy.

Parent’s view of “ideal” class size are below current policy for all grades

- The current policy maximum is in the unacceptable range for grades 1-6, with grade 2 gaps being the largest
- Parents’ notions of the maximum acceptable class size are in line with the current maximum for K and grades 7-8

Ms. Manos referred further to the Parents' Ideal and Unacceptable sections and noted though the original plan for 2007/2008 had an unacceptable spike in grade 2; the revised class size is around 19 students and in line with what parents want.

Financial Modeling:

Mr. Brandmeyer presented the Financial Modeling for FY'08 based on the enrollment figures from FY'04, the year of largest enrollment. The fiscal year 2008 is projected to have 630 students, while FY'04 had 715 students. Referring to the numbers, Mr. Brandmeyer noted that to add 3 classes, would be a cost of \$373,500. Ms. Manos added there will be a public forum on Monday night with an abbreviated presentation and everyone is welcome to attend. Ms. Dobrow asked if there were any questions from the School Committee.

Mr. Schmertzler asked about the point Mr. Christenfeld made that a reduction in class size by 1 or 2 students didn't make much of an impact to teachers, but when you look at a class size of 26 versus a class size of 15, that a pretty significant delta between the two sides and that's what makes it important. Ms. Dobrow added that the literature seemed to suggest that if a reduction in class size is offset by other reductions to finance it, it can diminish educational impact, and that this is important to consider since we don't have unlimited funds. She also asked if the committee had found any literature about class size in districts more comparable to Lincoln's situation.

Ms. Antia brought up the topic of SPED students and ELL students and the survey conclusion that smaller class sizes will be of most benefit to these students. Mr. Schmertzler replied that there may be more focused ways to help these kids than simply reducing class size, such as special tutoring. Mr. Creel noted that children with special needs require special support. If you have 16 kids and 3 or 4 with special needs, this requires aides and that also has a budgetary impact. Ms. Manos added that reduced class size may help high achievers the most. Ms. Dobrow said that while that makes good intuitive sense, there is no literature that supports this contention.

Regarding financial modeling, Mr. Brandmeyer noted that the Subcommittee looked at 5 or 6 different models and should take a closer look at the cost over years. Ms. Dobrow suggested that lowering class size needed to be thought of as something that could potentially carry a financial impact over several years, as a particular cohort of children went from grade to grade, and that any financial models should be built, accordingly.

Ms. Dobrow added we also need to look at the impact of potentially altering class size on facilities. She said we are maxed out on classrooms now in Lincoln and we need to think about that very carefully. Ms. Low noted that the middle school has plenty of room as a lot of students leave for private school and the trouble is in the elementary school. Mr. Brandmeyer pointed out that the number of students going to private school is small and has remained steady, that we have no open classrooms, and that, this year we have 5 sections in the 5th grade and are running close to the maximum. When we only have 12 or 13 kids as we do in Hanscom, this isn't efficient from a financial perspective. Mr. Creel noted that the average override is \$273,000 and which seems would cost the average homeowner about \$300 per year. Ms. Manos added we should not assume we will not get help from the Finance Committee. Mr. Brandmeyer stated it would be premature to ask are you willing to give money to support smaller class sizes.

Mr. Sander noted that according to the parent survey, parents seem unwilling to point to anything they'd give up to offset lower class sizes. Ms. Dobrow said that according to the survey, teachers do not want to give up assistants to help finance lower class size. Mr. McKenna said that for teachers, this an emotional response as they worry their colleagues won't have a job. Ms. Sterling said that although the literature says that assistants don't make a difference, this is important to talk about, since assistants' quality makes a big difference. Ms. Sterling added that the public forum should address this issue. Ms. Low asked what percentage of assistants are qualified teachers? Mr. McKenna responded that 20% are certified teachers. Mr. Christenfeld added we have high quality teachers and we should invest in quality training for the assistants. Mr. Dobrow responded this is precisely what we have done through the years. Ms. Antia said while we have been talking about cutting assistants or keeping them, her children have had fantastic experiences with the assistants and she is appreciative. Mr. Brandmeyer said there may be a different conversation and changes in the licensing laws from the Department of Education that we may consider going forward. Ms. Dobrow noted that the teacher survey suggested that in their opinions, only reducing sections by 3 or 4 students would have significant impact on their classrooms.

Ms. Dobrow thanked everyone for coming for the presentation of this information, as did Mr. Brandmeyer.

B. New Faculty Report

Mary Sterling referred to the New Faculty and Administrative Appointments – September 2007 which summarizes the biographies of all incoming new hires. Of the 19 appointments, Ms. Sterling noted the 1/3 of the teachers are brand new to teaching; 1/3 have 1-3 years experience and 1/3 are very experienced. Ms. Sterling

reported that the teacher orientation on August 28th was a success with all teachers attending. Ms. Sterling reported that 15 qualified teachers are ready to mentor new hires and guide people forward. Ms. Sterling is following the model her predecessor, Paul Naso, designed. Ms. Sterling noted the importance of nurturing the new teachers through the process and mentors are an important component in this process.

VI. Superintendent's Report

Mr. Brandmeyer said the opening of school went very smoothly and gives the credit to the principals and the teachers. Mr. Brandmeyer attended the Hanscom Meet and Greet which went well and he was on hand in the halls at Lincoln for opening day, too. The first day also had the new technology infrastructure including laptops. Overall, the tech initiative went well and the labs are nearly complete. The teachers are getting organized. Mr. Brandmeyer broke down the preschool enrollment as follows:

66 Preschool Students
19 special needs students
47 no special needs students
54 Hanscom
5 faculty
6 extended day

Mr. Brandmeyer cited other average Lincoln Public Schools class size figures as follows:

K-1 16 students
Grade 2 18 or 20 students
Grades 3-4 18-20 students
Grades 5-8 20 students
Upper Grades 15-16 students

Mr. Brandmeyer added that some class sizes are below target, for example Grade 7, average size is 19 students. Of the 661 students enrolled in Lincoln, 88 are METCO students. Mr. Brandmeyer will do an enrollment report for the next meeting.

VIII. Policy

Brought forward earlier in the meeting

IX. Facilities and Financials

A. Warrant Approval

Mr. Schmertzler said he had reviewed payroll warrants totaling \$2,689,0005.85 and accounts payable totaling \$1,291,236.46 and that they appeared to be in order. He moved to vote on the Warrant approval be acceptable to all? All is favor, aye. The warrant approval passed unanimously.

B. Update on Facilities Projects:

Mr. Creel reported that the Lincoln Summer 2007 Projects Capital Planning Committee approved Capital Projects are nearly complete. Mr. Creel noted that the primary vent units in Hartwell are now more controllable. Also, the door hardware replacement is done. The Field House projects are also completed and look good. The vinyl asbestos tiles have been replaced and the east wall system also replaced. Mr. Creel noted 2 significant projects, the new Pre K classroom and the Smith Re-therm kitchen, are both nearly complete.

Mr. Creel noted that importance of replacing the doors in the Hanscom gym as this is a safety issue. A question was raised about the playground inspection, specifically the basketball poles. Mr. Creel noted these basketball poles have probably been hit by snowplows. Additionally noted, there are two sets of poles there and it would be interesting to know if both are used.

C. Report on Facilities Master Planning

Mr. Creel reported that the Survey Report from the state provides a rating of 1-5; 1 being the best and 5 the poorest rating. Mr. Creel stated Lincoln is rated 1 and 2. Ms. Dobrow asked Mr. Brandmeyer what we want to have come out of the Facilities Master Planning discussion and what the next step should be for the Facilities Subcommittee. She asked Mr. Brandmeyer if we could narrow the 4 options to 2 options. Mr. Brandmeyer stated we need to submit a statement of interest and that it is critically important to do that now. Regarding facilities planning, we need to have 2 things:

- 1) Community Forum
- 2) Presentation to State of the Town Meeting

Mr. Brandmeyer said the timeline for this process of submitting a letter of interest to the School Building Authority (SBA) is: create a draft by November, and present to the Selectmen and Town Manager between November and February.

Mr. Brandmeyer mentioned the possibility of submitting a statement of interest about the schools at Hanscom, as well. Ms. Dobrow referenced an article in the Boston Globe about a month ago regarding SBA and the brave new world of state reimbursement for building projects, which stated that districts that had submitted statements about more than one school had been told to pick just one for consideration. Could Lincoln be considered a special case, given the unique nature of the relationship between Hanscom and Lincoln? Mr. Brandmeyer said the state's commitment to Hanscom, together with the Defense Tech Initiative, may get some support for special consideration from the SBA.

Ms. Dobrow added that the Capital Planning Process is the next piece of the financial process. Mr. Brandmeyer stated we have a lot of relatively small projects scheduled for next summer and fewer projects of larger magnitude. Mr. Creel mentioned we have an overdue painting process and Mr. Schmertzler mentioned the egress issue. Ms. Manos stated the School Committee needs a primer on the content and then the options. Ms. Dobrow suggested this gets kicked back to the Facilities Subcommittee and then returned to the School Committee with recommendations.

X. Old Business

None

XI. New Business

A. Long Term Agenda

Mr. Brandmeyer reviewed the work plans and noted we will populate the long-term agenda more as we move forward. He recommended voting to accept the long term agenda knowing we will make adjustments. Ms. Manos noted that October 18th is the date that the Curriculum is presented at Hanscom. A motion was made to accept the Long Term Agenda and approved unanimously.

B. Proposed School Committee Letter to METCO Districts Regarding Recent Desegregation Plans.

Ms. Dobrow drafted the letter for the School Committee and if the School Committee approves it, it will be sent to Governor Deval Patrick, State Senator Susan Fargo and State Representative Tom Conroy, as well as to all the superintendents and school committees of every participating METCO district. Ms. Dobrow stated that over the summer, the Supreme Court ruled on school desegregation program. This ruling raises questions on how this may pertain to Lincoln and our METCO program. Ms. Dobrow said we do not know yet if there will be any impact to our program. She also stated that Lincoln was one of the first communities to sign onto the METCO program and it is important and valued to both Lincoln and Boston. Ms. Dobrow would like to stress the historical connection to METCO in a letter noting our lead role in supporting METCO and our continued support as we move forward. Mr. Brandmeyer echoed Ms. Dobrow's intent to support and move forward with this program. Mr. Creel noted Hanscom already has a vibrant and diverse community. Ms. Manos asked if the letter should be from the Chair on behalf of the School Committee. The answer is yes. Ms. Manos asked Ms. Dobrow to keep us informed via email updates. A motion to approve letters with changes was unanimously approved by the School Committee.

C. Reschedule School Committee Meetings

- 1) The scheduled October 4th meeting conflicts with the Lincoln-Sudbury Open House. Motion to push back this meeting to October 2nd was unanimously approved. Note: this meeting will be held in Boston which may make it difficult for the Class Size Committee to attend.
- 2) A request was made to move the November 15th meeting to November 8th as Mr. Brandmeyer will be away at the Suburban School Superintendent's annual conference on November 8th. Motion to accept these changes unanimously approved. Note: these changes will be posted to the Long Term Agenda.

XII Approval of Minutes

Mr. Brandmeyer incorporated the edits for this section. The minutes were unanimously approved, as amended.

Meeting adjourned at 10:10 pm

Respectfully submitted,
Dorothy Blakeley, Temporary School Committee Recording Secretary