

MINUTES OF THE LINCOLN SCHOOL COMMITTEE
Thursday, May 13, 2010
Hartwell Building, Lincoln, MA
OPEN SESSION

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

I. Greetings and Call to Order

Ms. Glass, Chair, called the meeting to order at 7:05 pm.

II. Chairperson's and Members' Reports

Ms. Glass said they received sad news that Dennis J. Ratliff Jr., a 4th grader who attended Hanscom Middle School, passed away after a long illness. They held a moment of silence for him.

Ms. Glass wants to make the Committee's work as transparent as possible. She wants people to understand how they can become involved in the discussions. The School Committee conducts business using Robert's Rules of Order. Following the presentations, there is a motion to continue the question, which opens the floor for questions at that time. After the discussion, they vote on the issue. There is a chance for public participation: 1) during the Public Comments section of the meeting; 2) when agenda items are being discussed, after Committee members have asked questions; and 3) by contacting any School Committee member via e-mail at schoolcomm@lincnet.org.

Mr. Schmertzler and Mr. Christenfeld attended the second meeting about METCO consolidation, held at Franklin Park. Mr. Schmertzler said that the three superintendents presented thoughtful ways of providing services to students, but meeting attendees pushed back. Mr. Schmertzler praised one METCO high school student who said they have a local METCO staff person already who they trusted to go to for help and asked that these directors at each school be kept. Mr. Schmertzler talked to a parent after the meeting, who said they should have coffees and potlucks with parents.

Mr. Christenfeld praised Mr. McKenna for his job presiding over last night's kindergarten orientation at the Smith School; he applauded excellent presentations, and said it was a pleasure to be there.

Mr. Christenfeld attended the third meeting of the Facilities Coordination Committee. Their task is to map out all available public spaces in Lincoln, including Town space. They are approaching all organizations that use space about their needs so that they do not build more space than is needed at the new Town Hall. They will meet this week and would like to finish by July 1, 2010. Ms. Glass asked that an update be given at the next meeting.

Mr. Sander attended the DeCordova Museum and saw displays of great student artwork from elementary school students at both campuses. He gave kudos to the School and the Museum and hoped it was the first of more such linkages between the schools and the Museum.

III. Public Comments

None.

IV. Consent Agenda

A. Approval to Shift to Summer Hours

Mr. Brandmeyer said past practice in Lincoln has been to shift public offices to a four-day work week for the summer. Beginning July 2 and continuing through August 20, the School Department will shift to a four-day work week with office hours of 7:00 am to 5:00 pm Monday through Thursday. He asked that the Committee approve the adjustment in hours of operation.

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to approve the summer hours. The Committee voted unanimously to approve the summer hours.

V. Time Scheduled Appointments

A. Finance Committee's Request for Benchmark Study and Report

Ms. Glass welcomed John Koenig, Finance Committee Chair. This is his sixth year serving on the Finance Committee. He said that Eric Harris is the new Finance Committee liaison to the School Committee.

The Finance Committee wants more information about departments and how they are doing. While the departments respond to the Finance Committee's budget guideline, they are requesting that the Town departments prepare reports to give a better context on how the Town is doing. The Finance Committee sees that these reports would be a part of the budgeting process and would keep people working on the budget all year long. They will collaborate with the departments to decide what data makes sense to include. He said that the Committee can suggest items to include, such as per pupil expenditures, enrollments, teacher training, special education students, and METCO involvement. They need to go beyond these quantitative measures with qualitative information. Mr. Koenig noted that Ms. Dobrow thought this was a good idea because the numbers don't tell the whole story. The Finance Committee is asking the schools, the library, and the public safety department to submit these reports first. The intent is to have the reports become part of the annual budgeting process. The Finance Committee realizes that this is in a sense an unfunded mandate, but he asked them to work within their time frame.

Mr. Sander said it is a useful effort and asked about the timing of when the Finance Committee would like this report. He noted that Hanscom makes the District unique and makes it hard to develop any comparables of other towns. Mr. Koenig said a good target was to shoot for the fall's State of the Town meeting. He said since Hanscom is funded by the federal government, the question is how to include it; Mr. Sander noted that it is complicated since the federal government, through the Hanscom contract, pays for a significant share of the administration of the Lincoln schools, and trying to sort this out is difficult and time-consuming.

Mr. Koenig confirmed Mr. Christenfeld's questions that this report replaced the joint Finance Committee/School Committee subcommittee or working group and that the School Committee would decide what to include in the report and how to proceed. Mr. Brandmeyer said they need a coordinated strategy and need an outline of the work. Mr. Koenig said they do not want to duplicate efforts. Ms. Glass asked who would figure out the metrics and look at the report. Would the report then go to the Finance Committee as a whole? Mr. Koenig said Mr. Harris can comment on it or attend a meeting.

Mr. Christenfeld said it is an interesting idea, but it places a huge burden on the Administration. Mr. Creel noted that the new report is huge and said that Concord and Weston hire consultants to do the work and to prepare similar reports. Mr. Koenig said they were not looking for those kind of reports, but they want them to use data that is out there and available.

Mr. Brandmeyer noted that they will do what the Finance Committee wants, but the workload is closer to an "Oh, my God" level. The expectation is not as high from talking with Mr. Koenig. The Lincoln K-8 schools challenge is that they don't have comparables with K-8. As the federal government funding is part of the district at Hanscom, they have unique expenditures, and the question is how to explain them. He noted that one example was for each dollar spent on professional staff at Hanscom, they had to pay 9% into teacher retirement. While this requirement is gone now, this amount of money got counted in the per pupil spending figure. He noted it would be good to get a list of the comparable communities from the Finance Committee.

Mr. Schmertzler noted it would be advantageous if Mr. Harris and the Finance Committee would meet with them before they start on the assignment so they have a starting point. Mr. Koenig said they will provide potential metrics. Ms. Glass said they could not get to everything in the first year. Mr. Koenig said they are not looking for the ultimate report, but that this could be incrementally improved over time; they would like the Schools to fit this into the budgeting process and not get weighed down with it.

Mr. Sander noted that the Committee embraces it in spirit. They will approach it in good faith and have the administration document the amount of time spent on it, but the Administration will need to balance this request with their limited time in a small district. He hopes they can benefit from it, but noted that Lincoln is unique with Hanscom. Mr. Christenfeld asked if it made sense to appoint people to work on this to identify the metrics. Part of the spirit is serving the Finance Committee request to give them something that serves their needs. He noted that we need to have more public conversation about the budget, which came up with METCO; this report can help tell the story of what taxpayers are getting for their money. Mr. Connell noted that people want to move to Lincoln because of the schools, and he said he didn't know how that can be captured in a report. There's lots of talent

running the schools. Ms. Glass asked that the Finance Committee come up with 3-5 categories to give to Mr. Brandmeyer, and they will discuss them at the next meeting.

Mr. Brandmeyer noted it would be helpful to get more specific guidelines on the Finance Committee's hopes and expectations. One example of time he's spent trying to get figures from other communities is that he's spent 15 hours talking with Sudbury to figure things out because they do things differently. Numbers in isolation do not work, and to give the report real meaning, they need the qualitative information, and that takes time to get. Mr. Koenig said they will give the metrics and the towns and why they think the towns are comparable ones to Mr. Brandmeyer. Mr. Schmertzler asked what they wanted to learn from this. What differentiates Lincoln from other places? Mr. Creel asked if the process was in parallel with the budget process. Mr. Brandmeyer said they will have to figure out how to fit it in. Mr. Koenig said the Finance Committee will not hold up the budget for the report.

Ms. Glass said they would start with the Finance Committee's metrics and put the subject on the next agenda. She thanked Mr. Koenig for his report.

B. Hanscom Primary School Improvement Plan: End of Year Review

Ms. Randy Davis, Hanscom Primary School Principal, presented the end of year review on the school improvement plan. She said that she and Mr. Erich Ledebuhr, Hanscom Middle School Principal, are working well together. She expressed happiness that each year when they put together plans, they find their visions are aligned, and they are bringing the two Hanscom schools together. Mr. Ledebuhr said they have created a professional learning community with core beliefs to make the Hanscom schools stronger. They showed a video about professional learning communities, written by Dr. Rick DuFour.

Ms. Davis introduced Liz Paige, Reading Specialist, and Claire Groden, Math Specialist. She noted their pleasure that they recently received National Association for the Education of Young Children [NAEYC] accreditation, which was not even one of their goals. She started with the end-of-year report. Goal one was improving mathematics instruction to improve student learning. They didn't want to lose traction on their first year implantation of the *Everyday Mathematics* program. The most important part was to have faculty work with the three math specialists as part of planning time; the specialists also supported the paraprofessionals. She said it is a work-in-progress and reminded the Committee that it was not until last year that their school had a guaranteed math curriculum with assessments and data for grades K-5. These data help drive instruction.

They have differentiated instruction with the ability to use the data to inform instruction. *Everyday Mathematics* is very whole-class-directed. They have made the program fit student needs, and the teachers have made the program their own. Parents run the Math Club and Fast Math. They had a Title I After-School Skills Group for the first year, which got up-and-running quickly. Denise Richardson, Math Specialist, provided after school enrichment instead of during the school day, when students would be pulled out of class. They showed a video of students building bridges with K'NEX or marshmallows and toothpicks. Students worked with concepts such as how much weight the bridges would hold and what it would cost to build them. Ms. Davis said they also put together an all-girls group with Ms. Richardson because the girls were struggling to build bridges, and needed extra construction tips.

Ms. Davis said they have math intervention for needy students or students transferring in mid-year. Ms. Groden said they assess all new students. They then provide pre-teaching of the math lesson that the student later has in class. They found that students were more willing to ask questions and participate in class.

Ms. Davis spoke of the math achievement gap. There is an ongoing grade 2 group working with Alan Alson on an Action Research Project that focused on developing helpful behaviors for open response questions. They are also integrating technology into mathematics.

Their second goal was the year's school theme, "Growing Smarter" to support efficacy, student engagement, and academic achievement. They are pleased to have a consultant on the Responsive Classroom coming back. The Achievement Gap Action Research Teams [AGART] have been working with the fixed and growth mindsets. Students believed they were in the growth mindset, but their behaviors did not demonstrate that. They have developed a professional learning community with teachers and worked to develop a guaranteed curriculum. They have cohesive instruction and helpful data assessments. They are excited to use smart goals and have the capacity to use student data and teach in ways to meet all students' needs.

Goal three, improving Language Arts instruction to improve student learning, has been a driving force at the Primary School. Grade 3 has learned keyboarding skills. The fluency project is another AGART project. Ms. Paige explained that fluency is one of the fabulous five characteristics in reading instruction that is often overlooked. They stress pausing and phrasing. They can get good results with the FIGS [Fluency Initiating Gestures] program and have used it in grades 2 and 3. The FIGS are drawn on cards. One FIG is Deep Fig, who reminds students to take a deep breath at punctuation marks. Another FIG is Beat Fig, who reminds students to give emphasis on words. Each week, they send progress reports to parents.

Ms. Davis said in the past year, they have made great progress in formative assessments (the ones they take before or as a student is learning a subject), but they have work to do on summative assessments (the ones they take after a student finishes a subject). Ms. Murdock asked about the technology with the voice recognition software. Ms. Davis said they aren't there yet, but they use the Lexia program for fluency. Ms. Paige said they have students listen to each other. Mr. Sander asked whether they have used the interesting FIGS program to measure students' progress with fluency. Ms. Paige said students made significant progress in fluency; their goal next year is to expand the FIGS program.

Ms. Glass thanked Ms. Davis and said they recognize the work that goes into this report and that it is a balancing act.

Ms. Davis presented the 2010-2011 School Improvement Plan. She said they have some LSF grants to help them with their goals next year. The School Theme will be "Write Away!"

Mr. Sander praised Ms. Davis for a great list with much thought behind it. He asked, consistent with her comment of using data to inform instruction, that it is critical that the school be measuring not only what they are doing but whether or not it is succeeding. He said that all of the efforts undertaken sounded like they were important initiatives, but without data, we can't know whether our hunches are right. What data would indicate whether the efforts were successful or not or whether the schools were in the right places. He would really like the activities to be focused on the ultimate metrics we care about: student learning and student engagement. He said that many of the items in the School Improvement Plan (for Hanscom and Lincoln) for the past several years focus too much on inputs (what was done, like hold a meeting for parents, or train these teachers) and not enough on outcomes (like whether this increased student learning in that subject). The schools should have a goal for how much they expect an outcome to change from an activity and then be able to see whether it had this impact. Ms. Davis said she shares the urgency. She took an online course at Harvard Graduate School of Education to learn how to work with data. They are still figuring things out which things work. They haven't given the end of year assessments yet, and it's hard to say about next year. Mr. Sander said they should use metrics that they all care about, and she agreed. Ms. Murdock asked how they tracked things when there is so much student turnover. Ms. Davis said for program or proficiency data they can use cohort data. Improvement data long-term is tough because of the change. They put effort in formative assessments when students arrive in the District.

Ms. Davis said that Denise Richardson is leaving the District, and Ms. Groden is retiring. She thanked them for their work and said each of them has done great things for their students. Ms. Glass said they look forward to her report in the fall. The Hanscom schools agreed that for next year's School Improvement Plans they would tie at least some of the activities (starting initially on literacy) to the outcomes that they wanted to change, so that they schools and the Committee could see whether they had succeeded in meeting their goals.

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to approve the End of Year Review and the 2010-2011 School Improvement Plans. The Committee voted unanimously to approve the reports.

C. Hanscom Middle School Improvement Plan: End of Year Review

Mr. Erich Ledebuhr, Hanscom Middle School Principal, presented the End of Year Review. He thanked everyone for the opportunity to serve the Hanscom Middle School. This has been a unique year as it has been his first year. He had several goals. Under culture, he worked to provide an open, safe environment at school where they set appropriate limits. They developed connections with the Base by attending the 9/11 Commemoration, hosting a Veteran's Day ceremony, Earth Day celebrations, Arbor Day celebrations, and the Heroes Homecoming. They have developed connections with parents by encouraging their visits, updating their newsletter with additional information and improving the school web site. He's heard that parent turnout at school events and other things has

been good. When there have been issues, they've had teacher team meetings to address them. The Student Leadership Council wanted to honor their teachers for Teacher Appreciation Week, and it went very well. The school culture is good.

For academics, they've done a preliminary study of where they excel, what are the areas of need, and how are they doing on MCAS. They have great individual instruction, but they need academic spirit. There is academic interest, and they need to create academic desire and the message that academics are important. They need to work on their overall schedule and how to present things and to accomplish differentiation of instruction. He's worked with Task Teams, made up of 6-8 teachers, to define their mission, look at the culture, discipline, schedules, transitions, academics, and parent communication. These Teams will work into the 2010-2011 school year, and he's waiting for their reports. There will be policy changes, and all teachers will be behind them as they've had a stake in looking at the school. He said that a covered walkway is all that separates the Middle School from the Primary School, and he is excited about the new school building. He thanked Mr. Creel and his team for keeping the current school building together.

The math specialists have worked hard, and it is going well. He likes the Everyday Math and Impact Math programs and the students do better. In his previous district they taught these programs, and they worked well. They will be able to use the data and work with it

Writing is a concern for him, but they have made a good start this year and will continue to work on it next year. He looks forward to using the Developmental Design program and training teachers in it to connect with Responsive Classroom, which is used for the younger grades.

They have created an 8th grade girls group that meets every Friday afternoon. He reported that the students are dressing more appropriately, are ready to learn, and are comfortable coming to any adult at the school with problems. They are on a positive track with the behavioral issues. Their after school homework club has worked well and has been increased from twice a week to four times a week. They are bringing in parents for academic matters as well as for sports, and it is working. Ms. Murdock said that peer mentoring for students would be good. Mr. Ledebuhr said it can be empowering for students when they come up with solutions to problems. He thanked the parents and others who have helped.

The 2010-2011 School Improvement Plan has three goals: 1) To define and implement the use of Professional Learning Communities [PLC]; 2) To fully implement the IST [Instructional Support Team] model; and 3) Improving literacy instruction to improve student learning. They will work together between grades 4 and 5 and grades 6 to 8 with their teams. With the second goal, they need to define what they can do to help students who aren't succeeding. Reading and writing needs to be improved, and they need a school wide goal from grades 4-8. They need to bring their academic awareness up and write in every class. They need to define an academic standard and to show achievement at it. There will be a continued emphasis on math, and they need additional professional development.

Ms. Glass thanked him for his thoughts and for his work to bring the community together. Mr. Schmertzler said he commended him for dealing with a philosophy of teaching. He congratulated him on setting the framework. Mr. Sander said that laying the bedrock was helpful and reiterated comments made to Ms. Davis about the importance of noting in future years how he expects things will be measurably different through the actions taken. Mr. Ledebuhr said he is curious and said what pieces to look at to measure success. Mr. Sander asked where he was targeting the effort and where he expects change to come. Ms. Glass said it is interesting to hear how things are going and thanked him for his report.

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to accept the Hanscom Middle School's 2009-2010 End of Year Review and the School Improvement Plan for 2010-2011. The Committee voted unanimously to accept the reports.

D. Appoint School Building Committee

Mr. Brandmeyer advertised for people to serve on the School Building Committee to facilitate the Feasibility Study for the MSBA. He solicited community volunteers who met desired criteria. The volunteers are: David Bau, Google software engineer; Owen Beenhouwer, retired architect and project manager; Andrew Glass, attorney and trained architect; Laura Regrut, architect and PTA President; and Sheila Webber, organizational psychologist. Mr. Brandmeyer said they have a good slate of volunteers, and they have not excluded anyone who did volunteer and met the desired criteria. The Selectmen, Finance Committee, and Green Technology Committee have appointed their representatives. Mr. Brandmeyer asked that the School Committee vote to appoint the School Building

Committee; if approved, he will submit the names to the MSBA, which is required by regulation and convene an organizational meeting the week of May 17 or May 24.

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to appoint the individuals listed in Mr. Brandmeyer's May 10, 2010 memorandum as the School Building Committee and for the MSBA Feasibility Study and subsequent building projects, should the Town authorize any. The Committee voted unanimously to appoint the School Building Committee.

VI. Superintendent's Report

A. Update on Proposed METCO Consolidation

Mr. Brandmeyer updated the Committee on the proposed METCO consolidation by the Lincoln K-8, Lincoln-Sudbury, and Sudbury K-8 superintendents that would cut two METCO director positions and keep one for the three districts. He has had many spirited discussions on this issue, and it is clear that they need to give additional consideration to the proposal. It is also clear that they have a budget gap for the FY11 year as the state has cut funding for METCO. They need more conversation and to look again at additional needs and look at other options.

He asked the School Committee to consider different options for next year and beyond. They want to meet the needs and continue their participation in the METCO program. At one meeting, a parent commented to him that it was a passionate response to the proposal, but how will they get solutions for funding? Mr. Brandmeyer said consolidation was not off the table, but he has no proposal to bring forward tonight. He has talked to the Commissioner of Education about it. Sudbury's Proposition 2 ½ property tax override of \$1.1 million failed, giving them incentive to collaborate. For the next meeting, he will prepare other options for closing the funding gap.

Ms. Glass said if they think there are other options to look at to close the gap, should they indicate to Sudbury and Lincoln-Sudbury that they are thinking about other options. Mr. Brandmeyer said at the EDCO meeting that he attended, METCO funding was an issue. He will communicate officially with the two schools. Mr. Carpenter and Mr. Brackett are going to look at other options for the short term, but they will not take collaboration off the table. Mr. Schmertzler said Sudbury's outlook on life is different from Lincoln's. He wants to tell Sudbury in the short term, they are not in a position to collaborate with them now because they don't fund their schools. Mr. Brandmeyer said he understands what Mr. Schmertzler is saying, but they share the same funding issue with the METCO grant. There are ways to collaborate via advocacy, and he does not want to close off the possibility for the future.

Mr. Sander said there are two challenges: 1) a \$50,000 METCO budget gap for FY11, and 2) how to increase the budget for METCO in state funding so we are not continually trying to get by on less from the state. The plan needs to include input from parents and others in the community. Mr. Brandmeyer said the short-term fix is a technical one. The \$50,000 that needs to be filled is a projection. In the long-term they want input from the community. They are not proposing a major shift in the structure for next year. They need clarity around goals, structure, busing, or the academic program.

METCO could be cut more, they just don't know. They need a flexible strategy to move in whatever direction. They may have to make changes in the program. Mr. Schmertzler asked if it was reasonable as a first step to come up with the anticipated shortfall of \$50,000? Mr. Brandmeyer said yes.

Mr. Schmertzler asked if in conversations with Lincoln-Sudbury and Sudbury, was there a specific proposal to collaborate on transportation? Mr. Brandmeyer said they have contracts with different vendors for METCO transportation, and the multi-year contracts are in different years. Lincoln was in the option years, and there will not be an option to coordinate transportation next year. Mr. Creel said Lincoln's METCO bus costs per student are cheaper than Sudbury's. Mr. Schmertzler asked about the late bus issue and whether a few late buses could pick up the students at all three schools. Mr. Brandmeyer said they have talked about it and will continue to talk.

Ms. Glass thanked him for his report.

VII. Curriculum

Ms. Sterling participated in a sensational African drumming class at the Lincoln Schools. Two teachers collaborated to bring active learning to students studying Africa and African music.

She invited all to view the magnificent art display upstairs.

In the English Language Learner classes, she saw ELL students working hard to read non-fiction works and summarize them. Two ELL students in 5th grade were learning Latin roots with their vocabulary.

Ms. Glass thanked her for her report.

VIII. Policy

None.

IX. Facilities and Financial

A. Warrant Approval

Mr. Creel presented the payroll warrants totaling \$572,056.32 and the accounts payable warrants totaling \$75,726.74 for a total of \$647,783.06. Mr. Schmertzler reviewed the warrants. Mr. Sander moved to approve the warrants, with Ms. Glass seconding the motion. The Committee voted unanimously to approve the warrants.

B. Hartwell Space RFP Results

Mr. Creel reported on the results of the Hartwell Request for Proposal. After mailing packets to 106 potential proposers, three potential proposers attended the optional pre-proposal conference, but they received only one proposal (from Magic Garden). The Preliminary Evaluation Committee reviewed their proposal for responsiveness and responsibility and prepared a ranking of 89.3 out of a possible 100. They passed the proposal to the Final Selection Committee, to ensure that the School Committee entered an agreement for the use of the school space that benefits the Town. They reviewed Magic Garden's proposal using the ranking criteria and assessed the value of the proposal. They recommended acceptance of the proposal to the School Committee.

Mr. Christenfeld said he would not vote on this issue, as he was formerly the President of the Magic Garden Board. He was happy that they've gotten to this point, and he thanked Mr. Creel for his work on this issue. Mr. Creel responded that the process has been interesting and said that Mr. Brandmeyer and Ms. Dobrow gave good guidance on the politics of the issue. The Magic Garden Board gave a good understanding of what was entailed, and the discussions were useful. Mr. Sander said he was delighted with the win-win outcome. Mr. Creel said if approved, he will start the negotiations for the lease in June.

Mr. Sander moved, and Ms. Glass seconded, the motion to accept the Magic Garden, Inc. proposal and enter into an agreement with them for their use of the Hartwell space as a preschool for the five-year period beginning September 1, 2011 and ending August 31, 2016, contingent upon successful negotiations of the lease. Mr. Christenfeld recused himself. The Committee voted unanimously to accept the proposal.

X. Old Business

A. Follow-Up to Lincoln Green Energy Technology Committee's Proposal

Mr. Creel said Ms. Anita Scheipers had three forms and letters to send to the Committee. The Massachusetts Department of Energy Resources proponent for the Green Communities program asked the Town to execute new forms of the vehicle policy and energy reduction plan documents. The Town asks the School Committee to review the documents and consider approving them. One letter gives permission to Mr. Brandmeyer to initiate and implement the policy regarding fuel efficient vehicles. One document, the Town of Lincoln Green Community Vehicle Policy, mentions vehicle idling and the procurement of fuel efficient vehicles and is signed by Mr. Brandmeyer. The second letter says that the Committee discussed the Energy Reduction Plan and decided "it is in the best interest of the Town for the Committee to work in collaboration with the Board of Selectmen to comply with this plan, to the best of our ability, and as town approvals and funding are made available."

Mr. Creel said they will have a slate of NSTAR projects for review at the next meeting. They are shovel-ready slate of projects that will be funded 100% by grants. Ms. Glass said they will agree only if they do not have to pay for the projects if the grants do not come through.

Mr. Schmertzler moved, and Mr. Sander seconded, the motion to give Ms. Glass, Chair, permission to sign the two letters mentioned above. The Committee voted unanimously to give permission.

XI. New Business

A. School Committee Meeting Dates for 2010-2011

Mr. Brandmeyer brought the schedule of School Committee meeting dates for the 2010-2011 school year. There are two dates per month, with the exception of March, when there are three. He scheduled them on Thursday evenings as it has been the tradition. He mentioned that there could be additional meetings.

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to establish the School Committee meeting calendar for 2010-2011. The Committee voted unanimously to establish the dates.

XII. Approval of Minutes

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to approve the minutes of the February 25, 2010 meeting. The Committee voted unanimously to approve the minutes.

XIII. Information Enclosures

None.

XIV. Adjournment

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to adjourn the meeting at 10:25 pm. The Committee voted unanimously to adjourn the meeting.

Respectfully submitted,
Sarah G. Marcotte
Recording Secretary