

MINUTES OF THE LINCOLN SCHOOL COMMITTEE
Thursday, January 6, 2011
Hartwell Building, Lincoln, MA
OPEN SESSION

Present: Jennifer Glass (Chair), Tom Sander (Vice Chair), Al Schmertzler, Tim Christenfeld, Jen James, Joe Connell (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: 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. The meeting was not taped as a lockable house is being built for the equipment.

II. Chairperson's and Members' Reports

Mr. Schmertzler attended Governor Deval Patrick's inauguration and noted that he gave a great speech.

III. Public Comments

None.

IV. Consent Agenda

None.

V. Time Scheduled Appointments

A. Lincoln Middle School Program and Staffing Recommendation for 2011-2012

Documents: 1) Memorandum from Principal Sharon Hobbs to School Committee, dated January 3, 2011 RE: Middle School Scheduling; 2) Lincoln School Sample Grades 6, 7, 8 Student Schedules—2010-2011; 3) Lincoln School Sample Teacher Schedule—2010-2011; 4) Lincoln School Grade 6 Proposed Schedule—2011-2012; 5) Lincoln School Grade 5-8 Art Teacher's Proposed Schedule—2011-2012

Before discussing staffing recommendations, Principal Sharon Hobbs noted that Leah Kanzer had been chosen to represent Lincoln for Project 351, where one 8th grader from each of the Commonwealth's 351 cities and towns was invited to the State House for a day of service. She will report to the Committee on her experience.

Dr. Hobbs introduced the proposed staffing plan for middle school which would reduce the number of teachers by the equivalent of two. They would like to maintain the team structure, the current program, and the commitment to Developmental Design for Middle School, and to allow time for interventions and extensions during the school day. Core academics—math, science, English, social studies, and foreign language—will be taught every day. Two days a week (Wednesday and Thursday) remain fixed in the proposed schedule and the other three days alternate every other week (a six-day rotation). The specialists would have fewer meetings with students. They will offer chorus/drama and band/orchestra separately as many students want to do both.

Mr. Brandmeyer said the remedial/extension period will allow students to receive extra assistance without having to stay after school, which seems like a punishment. Those students not needing extra assistance will be offered electives to develop new skills.

Discussion revolved around informing parents of the new schedule and whether the proposal could be adjusted to fluctuating student enrollment in subsequent years. During one extension period, some recommended a focus on more challenging and longer forms of writing. The members supported of the recommendation, and Mr. Brandmeyer said they would continue the work.

Ms. Glass thanked them for their work.

B. FY 2012 Budget Discussion

Documents: 1) Memorandum from Mickey Brandmeyer to School Committee, dated January 3, 2011 RE: FY12 Budget Gap; 2) FY12 Budget—Gap Closing Recommendations as of January 3, 2011, Lincoln Campus

Mr. Brandmeyer presented recommendations to close the FY12 budget gap, which was originally \$326,033 (including the METCO grant reduction), but with additional reductions of \$262,678 is now \$63,355 (including the middle school reorganization which saves \$108,338). While they project a \$50,000-\$90,000 reduction in the METCO grant, this shortfall has been integrated into the projected budget shortfall. They will postpone the use of federal stimulus money from FY11 to FY12, but it must be spent by FY12. In the coming weeks, there will be meetings with Boston parents, and meetings about the use of the content specialists' time, teacher contract negotiations, additional data on utility contracts, and information on compensation from Town Offices for their temporary move to the Hartwell Complex. With the additional information, the Administration will propose a strategy to close the gap of \$63,355. He will bring the budget to the Committee for a vote on January 20.

Ms. Glass thanked him for his work.

C. Report on Institute Day Plans

Documents: 1) Memorandum from Mary Sterling to School Committee, undated RE: Plans for Institute Day, January 14, 2011; 2) Institute Day: Lincoln Public Schools Flyer and Schedule

Ms. Sterling presented the hot-off-the-press flyer for Institute Day, created by Ms. Powers. Institute Day's (and this year's) focus is on writing, and the keynote speaker will be Carl Anderson, a literacy consultant and author of *Assessing Writers* and *How's It Going?: A Practical Guide to Conferring with Student Writers*. They will tape an interview for parents with Mr. Anderson about how parents can help at home with student writing; the interview will be available. She thanked Ms. Kathleen Higgins for arranging the lunch and invited Committee members to attend.

Ms. Glass thanked her for her work and plans to attend.

VI. Superintendent's Report

Mr. Brandmeyer said the School Building Committee [SBC] visited four schools, two completed by OMR and two by SMMA; two were new schools, and two were additions. Mr. Schmertzler noted that Concord's Willard School has the latest in green technology, and OMR and SMMA met the challenge of building on the sites where the schools stood. They spent two productive hours with each firm. The SBC will meet Monday and Tuesday to select the designer to send to the MSBA. He thanked the SBC for its work. They will have a contract for the Committee to vote on January 20, 2011.

A. Discussion of 2011-2012 School Year Calendar

Documents: 1) Working Draft I, dated December 8, 2010, Lincoln Public Schools 2011-2012 Calendar; 2) Working Draft II, dated December 8, 2010, Lincoln Public Schools 2011-2012 Calendar; 3) Working Draft III, dated January 6, 2011, Lincoln Public Schools 2011-2012 Calendar; 4) Working Draft IV, dated January 6, 2011, Lincoln Public Schools 2011-2012 Calendar

Mr. Brandmeyer presented two new drafts of next year's school calendar. The issues are whether to have students start before or after Labor Day (September 5) and whether to start the December break on Wednesday or Thursday. He needs to get approval from the Lincoln Teachers' Association [LTA] to have them return before Labor Day. He has taken all comments and concerns into account.

Lincoln-Sudbury starts before Labor Day and will have Friday and Monday off for Labor Day. Bedford always starts after Labor Day. Lincoln-Sudbury and Sudbury have school on the Thursday before Christmas.

Committee members liked versions II and III of the calendar. Mr. Brandmeyer will bring the issue back to the next meeting for a vote, after the LTA has voted on willingness to return before Labor Day.

VII. Curriculum

None.

VIII. Policy

None.

IX. Facilities and Financial

Mr. Creel noted that they sold the 1995 blue van for \$314, which goes into the General Fund. The advertisement in the Lincoln Journal cost \$52, making the net gain \$262.

A. Warrant Approval

Document: None.

Mr. Creel presented the payroll warrants totaling \$609,144.95 and the accounts payable warrants totaling \$94,170.92 for a total of \$703,315.87. Mr. Schmertzler reviewed the warrants and recommended that they be approved. Mr. Sander moved to approve the warrants, with Mr. Christenfeld seconding the motion. The Committee voted unanimously to approve the warrants.

B. FY 2011 Fiscal Report: Second Quarter

Documents: Memorandum from Buckner Creel to School Committee and Michael Brandmeyer, dated January 1, 2011 RE: FY11 Second Quarter Report; 2) Lincoln Campus, FY 2011 Operating Budget—Status Report: 2nd Quarter as of December 31, 2010; 3) Hanscom Campus, FY 2011 Operating Budget—Status Report: 2nd Quarter as of December 31, 2010; 4) FY 2011 Operating Budget—Key Budget Line Tracking: 2nd Quarter as of December 31, 2010

Ms. Glass acceded to Mr. Creel's request that they hold off on the revised FY11 budget, expenses and encumbrances as of December 31, 2010.

X. Old Business

Document: Draft of School Committee's submission for the Lincoln Annual Town Report

Ms. Glass presented her draft for the Annual Town Report, which was based on last year's report and is due January 7. Mr. Schmertzler suggested that she include the Science Fair and the addition of engineering projects. He also asked that she include anti-bullying under Health and Safety. Mr. Creel suggested they mention the improved food service. Mr. Connell suggested including Hanscom Math Camp and Reading.

XI. New Business

None.

XII. Approval of Minutes

Document: 1) Draft of School Committee Minutes for September 30, 2010

Mr. Christenfeld moved, and Ms. Glass seconded, the motion to approve the minutes for the meeting of September 30, 2010. The Committee voted unanimously to approve the minutes. They will be posted on the web site.

XIII. Information Enclosures

None.

XIV. Adjournment

On motion by Ms. Glass, seconded by Mr. Sander, the Committee voted unanimously to go into Executive Session for the purpose of discussing strategy for collective bargaining. Ms. Glass, yes; Mr. Sander, yes; Mr. Schmertzler, yes; Mr. Christenfeld, yes; Ms. James, yes; Mr. Connell, yes. The Committee would not be returning to open session. The open session adjourned at 8:45 pm.

Respectfully submitted,
Sarah G. Marcotte, Recording Secretary