

MINUTES OF THE LINCOLN SCHOOL COMMITTEE
Thursday, December 2, 2010
Hartwell Building, Lincoln, MA
OPEN SESSION

Present: Jennifer Glass (Chair), Tom Sander (Vice Chair), Al Schmertzler, Tim Christenfeld, Jen James, Debbie John (Boston Representative), Deb Leister (Hanscom Representative), 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).

I. Greetings and Call to Order

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

II. Chairperson's and Members' Reports

Mr. Christenfeld reported on the Selectmen's meeting about Lincoln-Sudbury Regional High School, where they announced the formation of two committees: one to examine the demographics impacting the school's funding, and one to examine Lincoln's options. The next meeting will be December 13, and the committees should be appointed by then.

Mr. Sander reported that at the Lincoln town budget meeting, Lincoln-Sudbury reported a preliminary projection of a \$1.2 million deficit which would translate into cutting roughly 18 FTEs over a one-year period. Ms. Glass added that at the special Lincoln-Sudbury School Committee meeting, the academic departments were asked to cut 15% of the staff.

III. Public Comments

Document: "Growing Up Digital, Wired for Distraction," *New York Times*, Sunday, November 21, 2010

Jonathan Polk, 149 Tower Road, brought a recent *New York Times* article about technology, applauded the Committee for its discussions about technology policy, and asked for a policy to ensure that electronic devices do not hamper educational efforts. Noting that technology can be distracting and a powerful tool, Mr. Brandmeyer said they will begin a discussion of this in January.

Ms. Leister arrived at 7:10 pm.

Lisa Patterson, Parent President of the Lincoln METCO Committee, said METCO Lobbying Day is March 15 at the State House and noted that METCO funding is in trouble. She said METCO is wonderful for race relations, and students love the program. They will host a fundraising event in January.

IV. Consent Agenda

None.

V. Time Scheduled Appointments

A. FY2012 Budget Discussion

Document: Budget Book, FY2012 Preliminary Budget: Lincoln Public Schools, dated November 18, 2010

Mr. Brandmeyer recommended that they consider the Hanscom budget amount of \$10,198,772 as settled; this budget includes improvement initiatives, and even with the uncertainties surrounding the Base housing changes, they can staff up if enrollment rises and funding levels from the federal government increase.

Ms. John arrived at 7:20 pm.

Ms. Randy Davis, Hanscom Primary School Principal, and Erich Ledebuhr, Hanscom Middle School Principal, presented their improvement initiatives, which are listed in the budget book. Ms. Sterling noted the new Hanscom leveled book rooms for teachers, which already exist at Lincoln, reflect the Fountas & Pinnell literacy levels. Mr. Brandmeyer thanked Ms. Davis and Mr. Ledebuhr for their work.

Mr. Schmertzler arrived at 7:30 pm.

Mr. Brandmeyer said the Lincoln budget gap is roughly \$296,000-\$326,000, including a projected METCO gap of \$40,000 to \$70,000.

The Committee discussed the improvement initiatives for the Lincoln Schools, which include: training at least 9-10 of the remaining 19 teachers in Developmental Design; science equipment, including microscopes, to replace worn out units and to align with the units; new foreign language texts for 7th and 8th grades; a summer Math Camp; and an expanded Lexia pilot program. There was discussion of the last two items; some members praised the Math Camp that engaged advanced and struggling learners, but others wondered whether math funds could be used during the academic year when all would benefit. The members asked if lesser amounts could be approved for these items, or if fees could be charged for Math Camp, and if the Lexia pilot program could be tried on a smaller scale to confirm that parents and students actively use it and students show advances in literacy. Members also suggested that Math Camp be part of the core budget, if valued, by 2012-2013.

They will do more research on the Lexia pilot program to see what the lowest outlay would be. Mr. Brandmeyer will develop recommendations for closing the Lincoln budget gap for the next meeting. The Committee will vote on the budget by the end of January. Ms. Glass thanked them for the enormous amount of work.

B. Report on Lincoln Local Data Warehouse Project, Common Assessments and Learning Expectations

Documents: 1) Memorandum from Mickey Brandmeyer to School Committee, dated November 29, 2010 RE: Local Data Warehouse Project

Mr. Brandmeyer explained that they are building a local data warehouse of student data to measure student progress because the state's database is very slow, and the Department of Elementary and Secondary Education's [DESE] future vision is for each district to upload its data onto local data warehouses. The data comprise a file on each student with the local English and Language Arts writing and literacy and math assessments, MCAS scores, and any interventions or learning plans. They use data to monitor individual students' growth, to give information to new teachers, to examine the growth of subgroups and individuals, and to target interventions on those who score "Needs Improvement" or "Warning." Ms. Sterling said it is a huge undertaking to collect the data and is more work for teachers.

Mr. Sander expressed concern that they find ways to minimize the burden of teacher input, and gave examples of how to color-code the graphs to maximize quick feedback that teachers receive on students.

Mr. Brandmeyer noted they are behind schedule on the launch, but it will happen soon.

Ms. Glass thanked them for their work.

VI. Superintendent's Report

None.

VII. Curriculum

None.

VIII. Policy

A. Bullying Policy: Second Reading and Vote

Documents: 1) Memorandum from Stephanie Powers to Mickey Brandmeyer, dated December 1, 2010 RE: Analysis of Data Collected via Bullying and Cyberbullying Survey; 2) Memorandum from Stephanie Powers to School Committee, dated November 27, 2010 RE: Draft of School Committee Policy on Bullying; 3) File JICK, Lincoln Public Schools: Bullying Prevention; 4) Draft Document of the Bullying Prevention and Intervention Plan Presented to the Lincoln Anti-Bullying Community Forum, dated December 2, 2010

Ms. Powers explained that the drafts on the policy and the plan overlap and are based on the Department of Elementary and Secondary Education's [DESE] model. She did not receive any public comments. She presented a snapshot of results of the required survey on bullying and said they will consider what behaviors are considered bullying. She gathered feedback from the Committee and noted that the plan specifies how to report incidents.

Ms. Glass said they will need to update other policies, such as the discipline code. Mr. Brandmeyer said they expect their plan to be bounced back by DESE, but they will submit it by the December 31, 2010 deadline once the Committee votes.

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to approve the Lincoln Public Schools Bullying Prevention and Intervention Plan and the Lincoln Public Schools Bullying Prevention policy, File JICK. The Committee unanimously approved the plan and the policy.

IX. Facilities and Financial

A. Warrant Approval

Document: None.

Mr. Creel presented the payroll warrants totaling \$1,215,627.92 and the accounts payable warrants totaling \$234,722.72 for a total of \$1,450,350.64. Mr. Schmertzler reviewed the warrants and commended Mr. Creel for his work. The Schools are able to maintain financial credibility, and Mr. Creel thanked the central office administrators for their work. Mr. Sander moved to approve the warrants, with Ms. Glass seconding the motion. The Committee voted unanimously to approve the warrants.

X. Old Business

None.

XI. New Business

None.

XII. Approval of Minutes

Documents: 1) Draft of School Committee Minutes for August 24, 2010; 2) Draft of School Committee Minutes for September 16, 2010

Ms. Glass moved, and Mr. Sander seconded, the motion to approve the minutes for the meetings of August 24 and September 16, 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 a collective bargaining grievance on the school teachers' contract. Ms. Glass, yes; Mr. Sander, yes; Mr. Schmertzler, yes; Mr. Christenfeld, yes; Ms. James, yes; Ms. John, yes; Ms. Leister, yes; Mr. Connell, yes. The Committee would not be returning to open session. The open session adjourned at 9:10 pm.

Respectfully submitted,
Sarah G. Marcotte
Recording Secretary