

MINUTES OF THE LINCOLN SCHOOL COMMITTEE
 Thursday, February 2, 2012
 Hartwell Building, Lincoln, MA
 OPEN SESSION

Present: Jennifer Glass (Chair), Tom Sander (Vice Chair), Al Schmertzler, Tim Christenfeld, Jen James, Carol Perkins (Boston Representative). Also present: Mickey Brandmeyer (Superintendent), Mary Sterling (Assistant Superintendent), Stephanie Powers (Administrator for Student Services), Buckner Creel (Administrator for Business and Finance).

Absent: Lisa Pizarro (Hanscom Civilian School Liaison Officer).

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. Perkins asked for support at METCO Lobby Day at the State House on March 15 from 9-11 am. She reported that the Lincoln METCO Parent Group will meet on March 20 and April 24. Lincoln Principals Steve McKenna and Sharon Hobbs will have coffees in Boston at 1803 Dorchester Avenue on March 20, April 24, and an undetermined date in May.

Ms. James and Mr. Sander attended the terrific 3rd and 4th grade concert that had a large enough crowd that they had to open the auditorium bleachers. Ms. James reported that the 6th to 8th graders attended the BCO. Mr. Christenfeld attended the 5th and 6th grade concerts, which were great and notable that all students participated. Ms. Glass attended the grades 6-8 band, chorus, orchestra concert, which was fun to listen to.

Mr. Schmertzler mentioned that the Finance Committee and the Selectmen met about the proposed bylaw for the Capital Committee (Cap Com). The draft bylaw will be presented to the School Committee soon. The Cap Com will assist the Finance Committee with items to be bonded, cash capital, and on long-term capital maintenance of Town buildings.

Ms. Glass reported that she, Principal Sharon Hobbs, Principal Beth Ludwig, and teachers Becky Eston and Loretta D'Alessandro attended the Department of Elementary and Secondary Education [DESE]'s helpful conference on educator evaluations, at which they rolled out model evaluations for superintendents, administrators, and teachers. Districts can use, revise, or adapt the model; how Lincoln's teacher evaluations line up with the model will be examined.

Ms. Glass said they went to the Massachusetts School Building Authority [MSBA]'s Board Meeting on January 25. It will be discussed later in the meeting.

Ms. Glass noted that the PTA is hosting a coffee tomorrow, Friday, February 3, and Lincoln-Sudbury's Superintendent, Scott Carpenter, will visit.

Ms. Glass also noted that there will be a School Building Committee [SBC] conversation about the school building project at the Lincoln Library on Sunday, February 5 at 2 pm.

III. Public Comments

Document: Letter from Terry Green and Fred Lipton, Co-Presidents of the Lincoln Teachers' Association to Members of the Lincoln School Committee, dated January 31, 2012

Teachers Terry Green and Fred Lipton read their letter, and other teachers sat in the audience to support them. They do not feel that the Screening Committee for the superintendent search has enough teacher representation.

Ms. Glass thanked them for sharing their concerns and reassured them that they want teacher feedback in the selection of the new superintendent. Ms. Glass was frustrated that she did not receive any letters of interest from Hanscom or Boston parents to serve on the Screening Committee, and she acknowledged that the 100% participation needed for the specific meeting times that the Screening Committee will meet made it difficult for them to participate. All involved share the goal of having a superintendent who will listen to all and be willing to learn.

She acknowledged that while the Screening Committee's composition may be different from the last time Lincoln hired a superintendent, all of those chosen have educational experience. The Screening Committee has a diversity of experience and viewpoints to recommend finalists to the School Committee who can be successful. She noted that the committee had a similar makeup to other search committees, and the superintendent is not only part of the school but part of the community too.

Ms. Glass understood what the teachers have said, but this is not the end of the process. They have done much outreach, and at the next stage, the finalists will visit, and they need the faculty's involvement, feedback, and camaraderie. She reminded all that we want to work together.

Please see the additional discussion of this issue under Old Business.

IV. Consent Agenda

None.

V. Time Scheduled Appointments

A. Parks and Recreation Tennis Court Restroom Project

Documents: 1) Letter from Daniel Pereira to Jennifer Glass, Chair, School Committee, RE: Parks and Recreation Tennis Court Restroom Project, dated January 24, 2012; 2) Massachusetts Department of Environmental Protection, WPA Form 1—Request for Determination of Applicability, dated August 4, 2011; 3) Campus Map which notes the approximate location of the new structure; 4) Photos of the existing structure to be replaced; 5) "Plan A—Existing Conditions—Recreation Department shed August 4, 2011; 6) Plan B—Proposed Conditions—Recreation Department shed August 4, 2011; 7) Draft Documents showing shed elevations, floor plan, and foundation details, from Romtec; 8) "Tennis Court Restroom/Storage Shed Mock Up Fall 2011; 9) "Design Criteria," from Romtec; 10) "Capital Expenditure Description—Detail," Request to Capital Planning Committee, dated for FY 2012

Daniel Pereira, Lincoln's Parks and Recreation Director, presented the plans for the Restroom Project, which will replace the existing storage shed and portable toilets with a combination restroom and storage shed, placed in the same spot where the storage shed is located. He explained that there have not been public restrooms available since he started working in Lincoln 16 years ago. The Recreation Committee has considered the issue for 5-6 years, and Town Meeting approved \$55,000 in March 2011. The other Town Boards have approved the project. Mr. Pereira estimated that the project will take two to three weeks to construct, and they will try to do it during vacation to lessen any impact to the campus. The cleaning costs will be paid from the Recreation Department's budget. Mr. Pereira said while the packet includes drafts of the shed, the shed's aesthetics have not yet been decided upon, but they are considering plantings to minimize the look.

Mr. Creel noted that the project will not impact the school building project. Mr. Brandmeyer said that given the questions about the final appearance of the shed, the Committee could vote for it in concept and have Mr. Pereira return with the final design.

Ms. Glass moved, and Mr. Schertzler seconded, the motion to approve the combination restroom and storage shed in concept and to look forward to the details. The Committee voted unanimously to approve the combination restroom and storage shed.

B. FY 2013 Budget: Final Recommendation and Vote

Documents: 1) Memorandum from Mickey Brandmeyer to Lincoln School Committee, RE: FY 2013 Budget—Final Recommendation, dated January 27, 2012; 2) "FY2013 Preliminary Budget," Lincoln Public Schools, to Lincoln School Committee, dated November 10, 2011

Mr. Brandmeyer thanked the community, the Finance Committee, and the Lincoln Teachers' Association for their support, which has enabled the schools to take on a few projects the last few years, and those projects are sustaining themselves. There are no new projects for FY 2013, and the administration is able to present the preliminary budget within the Finance Committee's guidelines. While they have included a few improvement initiatives in this budget, the principals withdrew their initiative for the METCO late bus. They may request it in FY 2014. He asked the Committee to vote for the budget and to request \$9,703,367 from the Town of Lincoln. The total operating budget for Lincoln is \$10,829,109, which not only includes the Town's appropriation, but also grants, fees, and reimbursements.

Mr. Brandmeyer suggested that the Committee revisit the fees, such as for bus transportation.

Ms. Glass noted there will be a preview of the Town budget for Town Meeting at the Council on Aging on February 10.

Mr. Brandmeyer thanked Mr. Creel for his work. Ms. Glass thanked Mr. Brandmeyer, Mr. Creel, and the school administration for their hard work. Mr. Creel and Mr. Brandmeyer will collaborate on the Town Meeting presentation. The School Committee may have to give time to the School Building Committee.

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to request \$9,703,367 from the Town of Lincoln for the FY 2013 Budget. The Committee voted unanimously to request \$9,703,367 from the Town.

C. School Year Calendar 2012-2013: Review and Vote

Document: Draft, Lincoln Public Schools 2012-2013, dated February 2, 2012

Mr. Brandmeyer noted that the Lincoln Teachers' Association voted for a pre-Labor Day return to school for the 2012-2013 school year. The proposed school year calendar has students returning on Tuesday, September 4. The Lincoln and Hanscom campuses will start full-day kindergarten on the same day, scheduled for Wednesday, September 5. Lincoln-Sudbury will start school before Labor Day. He cautioned that the 185th day would be June 27 if they need all five snow days. Mr. Brandmeyer recommended that the Committee approve the calendar.

Ms. Glass moved, and Mr. Sander seconded, the motion to approve the 2012-2013 school calendar as presented. The Committee voted unanimously to approve the calendar.

D. School Choice Hearing and Vote

Document: None.

Mr. Brandmeyer recommended that the district withdraw from the Massachusetts School Choice Law for 2012-2013 for the following reasons: 1) potential financial loss because of the significant discrepancy between the reimbursement figure and actual per pupil costs in Lincoln; 2) potential additional special education costs to the district; 3) the commitment to maintain small class size; and 4) classroom space constraints.

Mr. Schmertzler moved, and Mr. Sander seconded, the motion to withdraw from the Massachusetts School Choice program for the 2012-2013 school year. The Committee voted unanimously to withdraw from the School Choice program.

Mr. Brandmeyer will send the letter, stating the reasons for the withdrawal, which is required by the law.

E. Fuel Efficient Vehicle Policy and Vote

Document: Town of Lincoln, Fuel Efficient Vehicle Policy

Mr. Brandmeyer said that the Town of Lincoln is required to adopt a Fuel Efficient Vehicle Policy to remain eligible for Green Community grant funds. The School Department has two vehicles—a van and a pickup truck. They will also lease a small hybrid vehicle with the Town for the facilities position, which is held by Michael Haines. Mr. Brandmeyer will sign off for the district and recommended that they adopt the policy.

Mr. Schmertzler moved, and Mr. Sander seconded, the motion to adopt the Fuel Efficient Vehicle Policy as presented. The Committee voted unanimously to adopt the policy.

VI. Superintendent's Report

Document: None.

Mr. Brandmeyer congratulated Hanscom students Eva Alpar, Rett Genatempo, Rebecca McIllece, and Katelyn Miller, who auditioned at Concord Carlisle Regional High School and were accepted to perform at the MMEA-ED Junior District Festival, to be held at Lincoln-Sudbury Regional High School in March. Eva and Rett will perform in the Mixed Choir, and Rebecca and Katelyn will perform in the Treble Choir. He also congratulated the six other students who auditioned: Julianna Byington, Sabrina Harvill, Kendal Hiltz, Anna Kate Hirsch, Alicia Kalinowsky, and Hailee Lykins.

Mr. Brandmeyer congratulated Lincoln students Sammy Andonian and Claire Telfer, who were accepted into Eastern Junior District. Sammy is the principal cello in the orchestra, and Claire is Trumpet 2 and 6 in the concert band.

Apple Computer will present a session on teaching and learning with technology for parents on Friday, February 10 from 9 am -12 pm in the Hartwell Multipurpose Room. Mr. Brandmeyer invited all to come for the entire session or part of it. The PTA will get the word out. The *Lincoln Journal* will attend.

Mr. Brandmeyer heard from the Department of Defense in response to the DDESS solicitation for the continued operation of educational programs at Hanscom Air Force Base on the district's proposal. DDESS needed a few pieces of information, and the administration sent the information to

the procurement officials today. Mr. Brandmeyer anticipates a contract decision in the first week of March.

Ms. Glass thanked him for his work.

VII. Curriculum

Document: Flyer, "Bridging the Culture Gap: A Conference for Middle School Students," dated January 25, 2012

Ms. Sterling congratulated Janice Fairchild and Claudia Fox Tree for the Hanscom Middle School's "Bridging the Culture Gap" conference, which was funded by the Lincoln School Foundation. The keynote speaker, Dr. Michael Fowlin, also known as Mykee, was powerful, unflinching, and compelling, and his theme was how to bring many differences together to discuss and to explore them. Some of his talks are on YouTube. Ms. Sterling noted that the 6th graders on both campuses are learning about Antarctica and reading information on the data about global warming. Students had to explain why there is or is not global warming.

Ms. Glass thanked her for her work, saying she liked that students can choose which workshops to attend.

VIII. Policy

None.

IX. Facilities and Financial

A. Warrant Approval

Document: None.

Mr. Creel presented the payroll warrants totaling \$617,687.30 and the accounts payable warrants totaling \$192,270.44 for a total of \$809,957.74. Mr. Schmertzler reviewed the warrants and recommended that they be approved. Mr. Sander moved to approve the warrants, with Ms. Glass seconding the motion. The Committee voted unanimously to approve the warrants.

X. Old Business

A. Update on Superintendent Search Process

Document: None.

Ms. Glass reviewed the superintendent search process to-date. The Screening Committee has attended the orientation and is busy reading applications. Later in the month, they will narrow their choices and interview some of the candidates, ultimately narrowing the field ideally to three finalists. The Screening Committee will make its recommendations to the School Committee at the March 1 meeting. The week of March 5, the finalists will interview with the School Committee, and the following week the School Committee will meet at the finalists' districts. The School Committee will choose the new superintendent and make an offer to that person on March 15.

B. Lincoln School Building Committee Update: January 25th MSBA Board Meeting

Documents: 1) "MSBA Announces Lincoln Moving Into Preferred Schematic Design Phase," Massachusetts School Building Authority [MSBA] Press Release, dated January 25, 2012; 2) Letter to Mickey Brandmeyer from MSBA, dated January 13, 2012

Mr. Brandmeyer said the Massachusetts School Building Authority [MSBA] Board of Directors met on Wednesday, January 25 and approved the Preferred Schematic Report [PSR]. Lincoln will now go into the schematic design phase. Lincoln had one of four submissions that the MSBA approved.

Mr. Brandmeyer noted that they finished user group meetings with OMR today. There are community forums to discuss the project on Sunday, February 5 at 2 pm at the Lincoln Library and on Friday, February 17 at 1 pm at the Council on Aging.

Mr. Brandmeyer reviewed the progress on the school building project to-date, noting that the Selectmen signed the documents for the MSBA on January 9. The SBC's subcommittee on communications talked to legal counsel to get guidelines about the use of public resources for a ballot initiative or a vote. Mr. Brandmeyer showed a PowerPoint presentation of the schematic design shown at the most recent School Building Committee [SBC] meeting. OMR has adjusted the floor plan, moving special education offices to be more centrally located, the engineering room closer to the

science classrooms among other changes. OMR will work through the ideas they received from teachers at the user group meetings. The next designs will include elevations.

The key dates of the schematic design process are:

June 7, 2012 for the schematic design submittal to the MSBA;

July 25, 2012 for the MSBA Board of Directors meeting, where the administration hopes the scope and budget will be approved, and the MSBA will inform Lincoln of the reimbursement rate the project will receive;

November 6, 2012, Election Day, the possible date of the vote on the school building project.

Mr. Brandmeyer reviewed the concurrent activities associated with the building project. SBC Co-Chair Gary Taylor will meet with the Historical Commission on February 7 to get a demolition permit to demolish the Smith Building because the MSBA will not pay to keep the buildings. The plans have a Smith Building Environmental Garden to commemorate the old school building. There will be an integrated design workshop on February 28 from 9 am-3 pm focusing on energy and building systems, site systems, and architectural systems and finishes. The project may need additional service consultants, such as for traffic analysis, hazardous materials, and geotechnical assistance.

Ms. Glass thanked him for his work.

XI. New Business

Document: None.

Mr. Christenfeld noted that the policies on the role of the superintendent may need to be revisited. The Department of Education has a set of proposals with a model superintendent's evaluation. The Committee will need to examine the proposals and discuss this issue in the next months.

XII. Approval of Minutes

Documents: 1) Draft of School Committee Minutes for July 11, 2011; 2) Draft of School Committee Minutes for September 1, 2011; 3) Draft of School Committee Minutes for September 15, 2011

Mr. Sander moved, and Ms. Glass seconded, the motion to approve the minutes for the meetings of July 11, September 1, and September 15, 2011. 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 Ms. James, the Committee voted unanimously to adjourn at 8:55 pm.

Respectfully submitted,
Sarah G. Marcotte, Recording Secretary