

MINUTES OF THE LINCOLN SCHOOL COMMITTEE
Thursday, March 1, 2012
Hartwell Building, Lincoln, MA
OPEN SESSION

Present: Jennifer Glass (Chair), Tom Sander (Vice Chair), Al Schmertzler, Tim Christenfeld, Jen James. Also present: Mary Sterling (Assistant Superintendent), Stephanie Powers (Administrator for Student Services), Buckner Creel (Administrator for Business and Finance), Lisa Pizarro (Hanscom Civilian School Liaison Officer).

Absent: Carol Perkins (Boston Representative), Mickey Brandmeyer (Superintendent).

I. Greetings and Call to Order

Ms. Glass, Chair, called the meeting to order at 7:10 pm.

II. Chairperson's and Members' Reports

None.

III. Public Comments

None.

IV. Consent Agenda

None.

V. Time Scheduled Appointments

A. Update on Superintendent Search Process: Presentation of Finalists

Document: Press Release, Superintendent Finalists' biographies, dated March 1, 2012

Ms. Glass welcomed Ms. Julie Dobrow, Screening Committee Chair, and Mr. William Garr from Future Management Systems, Inc. [FMS], the firm hired by the School Committee to help with the superintendent search. Ms. Dobrow reviewed the Screening Committee's work, which included reviewing the leadership profile that FMS produced, evaluating and ranking candidates on paper and then interviewing 8 candidates in person, and selecting the two finalists.

Ms. Dobrow thanked the dedicated, diverse, and thoughtful Screening Committee for its work. The additional members were: Stephanie Powers, Erich Ledebuhr, Keith Johnson, Terri Russell, Becca Fasciano, Nick Covino, Kim Dukes-Rivers, Tom Sander, Tim Christenfeld, Elizabeth City, and Melinda Webster-Loof. She also thanked Mr. Garr, Dr. Christopher Martes, and Beth Saunders of FMS for their great advice, logistics, and support, and Ms. Glass for her leadership and refreshments.

Ms. Dobrow announced that they had an unusually deep pool of very qualified candidates from which to choose. She attributed that pool to Mr. Brandmeyer's leadership; there is no person who can quite fill his shoes. One of the many qualifications the person needed was holding central office experience. Ms. Dobrow noted that either finalist would do a terrific job. Each person has the background, experience, and communication skills with the educational vision, skill set, and energy to move the district forward. She was pleased to announce the two finalists and enthusiastically passed to the School Committee the names of Rebecca McFall, K-12 Director of Curriculum and Instruction in the Wellesley, Massachusetts Public Schools and André Ravenelle, Superintendent of the Fitchburg, Massachusetts Public Schools.

Mr. Garr was impressed with the Screening Committee, noting that the other six potential candidates were also highly qualified. He thanked Ms. Dobrow for allowing all members to share their ideas and for her sense of calm; he hopes he has made a lifelong friend. Ms. Glass thanked Ms. Dobrow for her leadership and the Screening Committee for their work. Mr. Sander thanked Ms. Glass for her leadership, especially for composing a balanced, diverse, and thoughtful Screening Committee, stating that the group worked very well together on this fun but challenging work.

Mr. Sander moved, and Mr. Schmertzler seconded, the motion to approve Rebecca McFall and André Ravenelle as the two finalists for the position of superintendent for the Lincoln Public Schools. The Committee voted unanimously for the two finalists.

Ms. Glass will contact Dr. McFall and Mr. Ravenelle to set up the two in-district interviews on Tuesday, March 6 and Thursday, March 8. The finalists' biographies will be posted on the school website tomorrow. She announced the in-district days' schedules will start at 7:45 am with the community to meet the finalists, ask questions, and provide feedback. From 2-2:45 pm on the Hanscom campus there will be a community opportunity to meet, and from 5:15-6 pm the same for the Lincoln campus. The interviews with the School Committee will take place at 7:45 pm for an hour or so, and

they will be taped and on the website. School Committee members will be the only ones to ask questions of the finalists, but the interviews are open to the public. There will be questionnaires for people to fill out to provide feedback.

The following week, two to five people will visit the finalists' districts, and these visits will last three to four hours. Those who visit will report on their findings.

On Friday, March 9, the Committee will hold an Executive Session from 8-10 am for the purpose of contract negotiations, location to be announced. It will not be held in open session.

Ms. Glass asked that the questions they want to ask the finalists be prioritized. Mr. Sander volunteered to work with Mr. Garr to finalize the questions for the interviews.

Ms. Glass moved, and Ms. James seconded, the motion to authorize Mr. Sander to work on the questions for the finalists' interviews with Mr. Garr. The Committee voted unanimously to authorize Mr. Sander to work on the questions.

The School Committee will choose the new superintendent and make an offer at the March 15 meeting.

B. Review Proposal for Capital Planning Committee

Document: Draft, Capital Planning Committee By-Law, dated February 2, 2012

Ms. Glass welcomed Selectman Peter Braun. Mr. Braun recognized Mr. John Koenig, Chair of the Finance Committee, in the audience. Mr. Braun reviewed a PowerPoint presentation, a tutorial on the proposal to change the Capital Planning Committee (the "CapCom"). They reviewed the history of CapCom which was started by the Town Moderator and Finance Committee, but the proposed by-law will formalize and enhance the CapCom's role in Town affairs. They see a need for a more comprehensive job on capital projects, and they are increasing the size of the CapCom from seven to nine members to include more volunteers. The CapCom would be the eyes and ears of the Town to look at expenditures of \$10,000 and over. In addition to their current role in recommending cash-capital and maintenance appropriations, they would have a larger role in land acquisition and all capital projects for all Town funding agencies, including the Community Preservation Act appropriations. The CapCom would also work with the Finance Committee to develop a 25-year capital plan.

Mr. Creel was concerned about the implications for spending the grant monies that the schools receive, and Mr. Braun said the grants are irrelevant to the CapCom's work as they do not affect the Town tax rate. Mr. Koenig said the CapCom will be an aggregator of information and play an advisory role, not be a gatekeeper.

The Selectmen and the Capital Planning Committee would like the School Committee to approve the draft bylaw that will be presented at Annual Town Meeting in March.

The School Committee thanked them for their work.

C. School Building Committee [SBC] Report

Document: None.

Mr. Creel reported that on Tuesday, OMR convened the integrated design workshop with NSTAR, National Grid, and mechanical, electrical, and plumbing consultants to discuss the current school building plans and consider questions such as whether energy efficient components of the design could give the district assistance and rebates. The meeting also provided education concerning the next phase of the project. In the morning they worked on the building envelope, heating and cooling systems, and in the afternoon they discussed site problems, playing field configurations, and interior finish issues. Mr. Creel indicated that they received good guidance on R-values and the other questions they were investigating. Mr. Creel said that John Snell contributed with his excellent questions. The Massachusetts School Building Authority [MSBA] will take the district to a certain point with energy conserving measures, and if the district and Town would like additional measures they will have to pay for those.

Ms. Glass asked that the SBC make sure that they do not decrease the number of playing fields. Mr. Creel noted there is a limit of what the MSBA can do about playing fields. If the Smith building is not demolished, there is a problem with the playing fields.

Ms. Glass, Mr. Creel, and Mr. Gary Taylor, Co-Chair of the SBC, went to the Finance Committee meeting to discuss the project.

D. Evaluation of the Superintendent

Document: None.

Mr. Brandmeyer's evaluation was postponed to the spring.

E. Field Trip Proposal: Lincoln Grade 6 to Museum of Science

Documents: 1) Late Night and Overnight Field Trip Proposal Form, File IJOA; 2) Lincoln Sixth Grade, MOS Overnight Field Trip 2012 Costs; 3) Letter to School Committee from David Trant, RE: Third Annual Museum of Science Overnight: Sixth Grade Field Trip Proposal, Proposed Trip May 10-11, 2012; 4) Field Trip Permission Slip: 6th Grade Field Trip to Museum of Science Overnight Program; 5) Letter to Parents from David Trant, RE: Announcing: The Third Annual Museum of Science, Boston Overnight Fieldtrip; 6) Overnight Program Sample Schedule; 7) Museum of Science Overnight Information for Adults

Mr. Trant presented the proposal for the 6th grade overnight trip to the Museum of Science in Boston. They will leave on Thursday, May 10 and return on Friday, May 11. They will use the commuter rail and the MBTA subway and will park a car at the Museum for emergencies. Mr. Trant will purchase 100 subway cards that will last for ten years, and is waiting to hear from the PTA on funding to bring the cost of the trip down. Girls and boys will sleep in separate exhibit halls.

Mr. Creel noted that they should use appropriated funds for the subway passes.

Ms. Glass moved, and Mr. Sander seconded, the motion to approve the overnight field trip for the Lincoln School Grade 6 students to the Boston Museum of Science. The Committee voted unanimously to approve the field trip.

VI. Superintendent's Report

None.

VII. Curriculum

Document: None.

Ms. Sterling noted it was interesting to make the decision about closing school in Mr. Brandmeyer's absence. She thanked Mr. Creel for his help. All were safe and sound and things went well. She said Mr. Brandmeyer is in their thoughts and hearts since Mr. Brandmeyer losing his mother was clearly a shock.

Ms. Sterling attended a 5th grade class that was organizing thoughts on persuasive writing with the writing prompt, "why should kids get an allowance." They mapped out their thoughts, marshaled enough detail, and used computer, pen and paper before writing their pieces.

Ms. Glass thanked her for her work.

VIII. Policy

None.

IX. Facilities and Financial

A. Warrant Approval

Document: None.

Mr. Creel presented the payroll warrants totaling \$658,274.53 and the accounts payable warrants totaling \$143,370.52 for a total of \$801,645.05. Mr. Schmertzler reviewed the warrants and recommended that they be approved. Mr. Schmertzler moved to approve the warrants, with Mr. Sander seconding the motion. The Committee voted unanimously to approve the warrants.

X. Old Business

None.

XI. New Business

None.

XII. Approval of Minutes

None.

XIII. Information Enclosures

None.

XIV. Adjournment

On motion by Ms. Glass, seconded by Ms. James, the Committee voted unanimously to adjourn at 8:46 pm.

Respectfully submitted, Sarah G. Marcotte, Recording Secretary