

MINUTES OF THE LINCOLN SCHOOL COMMITTEE AND LINCOLN SCHOOL BUILDING
COMMITTEE

Wednesday, July 25, 2012
Hartwell Building, Lincoln, MA
OPEN SESSION

Present: Jennifer Glass (Chair), Al Schmertzler, Tim Christenfeld. Also present: Becky McFall (Superintendent), Buckner Creel (Administrator for Business and Finance).

Absent: Tom Sander (Vice Chair), Jen James, Lisa Pizarro (Hanscom Civilian School Liaison Officer).

School Building Committee [SBC] Present: Gary Taylor (Co-Chair), Al Schmertzler (Co-Chair), Owen Beenhouwer, Peter Braun, Eric Harris, Laura Regrut, John Snell, Buckner Creel, Michael Haines, Becky McFall, Stephen McKenna.

SBC Absent: David Bau, Mickey Brandmeyer, Andrew Glass, Sheila Webber.

Other Attendees:

Office of Michael Rosenfeld, Inc. [OMR]—Jeanne Roberts, Chuck Koehler.

Skanska, Inc. [Owner's Project Manager]—Dan Tavares.

Ia. Greetings and Call to Order

Ms. Glass, Chair, called the meeting to order at 7:35 pm. She welcomed Dr. Rebecca McFall, who became Superintendent of the Lincoln Public Schools on July 1. Ms. Glass said they are pleased to have her on board, and Ms. Glass noted Dr. McFall has already spent much time on the school building project.

Ms. Glass thanked all for attending the meeting on such a gorgeous summer evening.

Ms. Glass, Dr. McFall, Mr. Brandmeyer, Mr. Tavares, and Mr. Taylor attended the Massachusetts School Building Authority [MSBA] Board of Directors meeting today.

Ms. Glass turned over the meeting to Gary Taylor, Co-Chair of the SBC, who called the SBC meeting to order at 7:37 pm.

Ib. Joint Meeting with the School Building Committee

Document: None.

Mr. Taylor reported that the MSBA Board of Directors voted unanimously to approve Lincoln's Schematic Design application and granted permission to execute the Project Scope and Budget Agreement [PSBA] for the Revitalization of the Lincoln School. Mr. Taylor thanked the MSBA and their staff, who were very helpful with the logistics and paperwork, and noted the work of Ms. Katie DeCristofaro. Mr. Taylor also thanked Ms. Glass for her speech.

Mr. Taylor presented the MSBA reimbursement rate of 44.8 percent, with the Total Project Budget is \$49,956,541, which includes the cost of the feasibility study of \$650,000 and \$2.5 million for contingencies. The total cost for Lincoln will be \$27-\$29 million.

Mr. Taylor noted the MSBA did not make changes to the design that was presented, but they discussed which add alternates would be approved by the MSBA; the green house and auditorium seats would not be eligible for reimbursement. The MSBA would approve four of the add alternates, which were listed in the report given on June 5 by OMR.

Mr. Taylor said the Selectmen have voted to complete the necessary paperwork for the Project Scope and Budget Agreement. The project will be bonded. In order for the project to be approved, it will need to pass by a 2/3 vote at a Special Town Meeting on Saturday, November 3, 2012 and by a simple majority vote on the project on Tuesday, November 6, 2012.

Mr. Taylor said the next step for the SBC is to apply to the Inspector General to move ahead with the Construction Manager at Risk [CMr] delivery method. Mr. Tavares will draft a Request For Proposals [RFP] for the CMr to be selected in the event that the Town approves the project. Ms. Roberts noted that they may not interview anyone until the project has been approved, but it is most helpful to be ready to select the CMr as soon as possible after the project is approved. Mr. Tavares noted there is much interest in the project from potential bidders. Skanska cannot apply to be CMr. Mr. Taylor mentioned the SBC needs to schedule another meeting to review the draft of the RFP and the packages that will be sent out to bid.

Ms. Regrut noted that the public relations subcommittee of the SBC will hold coffees Tuesday, July 31 and Tuesday, August 28 and will hold additional outreach events during the fall.

Mr. Taylor moved, and Mr. Schmertzler seconded, that the School Building Committee authorize and execute the Project Scope and Budget Agreement [PSBA] for the Revitalization of the Lincoln School, and to recommend these to the School Committee for their vote to authorize submission to the Massachusetts School Building Authority [MSBA]. The School Building Committee voted unanimously, eleven to zero, to approve the motion.

Mr. Christenfeld moved, and Mr. Schmertzler seconded, that the School Committee accept the recommendation of the School Building Committee to authorize and execute the Project Scope and Budget Agreement [PSBA] for the Revitalization of the Lincoln School, and to recommend these to the School Committee for their vote to authorize submission to the Massachusetts School Building Authority [MSBA]. The School Committee voted unanimously to accept the recommendation.

The School Committee members thanked the SBC for their hard work.

Ic. Lincoln School Building Committee Adjournment

Document: None.

Mr. Creel moved, and Mr. Schmertzler seconded, the motion to adjourn the SBC meeting at 8:00 pm. The School Building Committee voted unanimously to adjourn the SBC meeting.

The School Committee remained in open meeting. Please see the next page for the minutes of the School Committee's meeting.

MINUTES OF THE LINCOLN SCHOOL COMMITTEE

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OPEN SESSION

Present: Jennifer Glass (Chair), Al Schmertzler, Tim Christenfeld. Also present: Becky McFall (Superintendent), Buckner Creel (Administrator for Business and Finance).

Absent: Tom Sander (Vice Chair), Jen James, Mary Sterling (Assistant Superintendent), Stephanie Powers (Administrator for Student Services), Lisa Pizarro (Hanscom Civilian School Liaison Officer).

II. Chairperson's and Members' Reports

None.

III. Public Comments

None.

IV. Consent Agenda

A. Accept Gifts

Documents: 1) Memorandum to School Committee and Mickey Brandmeyer from Sharon Hobbs, dated June 26, 2012 with copy of check from Lincoln Parent Teacher Association; 2) Letter to Lincoln School Committee from Beth duToit, Chair of the Eighth Grade Graduation Committee, 2012, dated July 16, 2012

Ms. Glass moved, and Mr. Schmertzler seconded, the motion to accept the donations of \$300.00 for the purchase of books for the school library in memory of retiring teachers from the Lincoln PTA, and \$11,146.60 from the Lincoln School Class of 2012 for the Legacy Fund. The Committee voted unanimously to accept the donations.

Ms. Glass thanked the PTA and the Class of 2012 for their generous gifts, which represent much work. Dr. McFall will write thank-you letters.

V. Superintendent's Report

Document: None.

Dr. McFall reported that she has been very busy meeting the school staff for planning and interviews and will present her formal entry plan at the August 23 School Committee meeting and a report on her entry in January or February. She has met with Town officials, will meet with Hanscom Base leadership, and has attended the Massachusetts Association of School Superintendents' [MASS]

conference where they paired her with a mentor. She and Ms. Sterling have worked with teachers on workshops for the new pilot teacher evaluation process and reported that they are off to a great start.

Dr. McFall updated the Committee on the FY13 budget; the Governor's budget was approved. She thanked Mr. Creel for bringing her up to speed. The district is in good shape as many of the grant amounts have been increased, and Dr. McFall noted MASS did a great advocacy job. Chapter 70 funds to the Town will increase 3.4% from FY12; Circuit Breaker funds will be reimbursed 75% in FY13, up from 65% in FY12; METCO transportation will be level funded, and they have increased the program grant by 12%; the early education and care grant will be level funded; the Special Education IDEA grant will increase by 5.8% and will offset paraprofessional salaries.

The Title I grant, received by the Hanscom campus only, will be 39.4% higher. The money is used for summer and school year tutoring programs.

The only grant that will be decreased is the full-day kindergarten grant, but it will be only \$7,300 less and will not affect staffing.

There is no information yet on the Special Education Improvement grant or the Title II grant for professional development. The application process for Title II will change and the grant is available on the Lincoln and Hanscom campuses.

VI. Change in School Committee Meeting Date

Document: None

Ms. Glass mentioned that the Lincoln K-4 and Hanscom Primary Curriculum Nights conflict with the September 20 School Committee meeting and asked that the meeting be changed to September 27. Mr. Schmertzler will not be able to attend on September 27.

Ms. Glass moved, and Mr. Christenfeld seconded, the motion to reschedule the School Committee meeting from September 20 to September 27. The Committee voted unanimously to reschedule the meeting.

VII. Warrant Approval

Document: None.

Mr. Creel presented the payroll warrants totaling \$1,645,335.84 and the accounts payable warrants totaling \$479,985.90 for a total of \$2,125,321.74. Mr. Schmertzler reviewed the warrants and recommended that they be approved. Ms. Glass moved to approve the warrants, with Mr. Christenfeld seconding the motion. The Committee voted unanimously to approve the warrants.

VIII. Approval of Minutes

Documents: 1) Draft of School Committee Minutes for Meeting of May 10, 2012; 2) Draft of School Committee Minutes for Meeting of May 17, 2012; 3) Draft of School Committee Minutes for Meeting of May 31, 2012; 4) Draft of School Committee Minutes for Meeting of June 5, 2012

Ms. Glass moved, and Mr. Christenfeld seconded, the motion to approve the minutes of the meetings of May 10, May 17, May 31, and June 5, 2012. The Committee voted unanimously to approve the minutes. They will be posted on the website.

IX. Adjournment

On motion by Ms. Glass, seconded by Mr. Christenfeld, the Committee voted unanimously to adjourn at 8:45 pm. The next School Committee meeting is scheduled for Thursday, August 23 at 7 pm.

Respectfully submitted,
Sarah G. Marcotte
Recording Secretary