

**Lincoln Public Schools
Lincoln, Massachusetts**

**THE LINCOLN SCHOOL COMMITTEE MEETING OF
WEDNESDAY, AUGUST 6, 2025**

**Lincoln School Committee
In-person Meeting
Hartwell Building Multipurpose Room
6 Ballfield Road, Lincoln, MA 01773**

**6:00 p.m. – Executive Session – Superintendent’s Office
6:30 p.m. – Working Session – Multipurpose Room**

1. Greetings and Call to Order 6:00 p.m.
Motion to enter into executive session, with the intent to return to open session,
for the purpose of:
 - discussing strategy with respect to collective bargaining or litigation if an open meeting
may have a detrimental effect on the bargaining or litigating position of the public body
and the chair so declares.
 - approve executive session minutes from July 17, 2025.Motion to exit executive session and return to open session
2. Call Open Session to Order 6:30 p.m.
3. Member Reports 6:30 p.m. – 6:40 p.m.
4. Public Comment 6:40 p.m. – 6:45 p.m.
5. Superintendent’s Report 6:45 p.m. – 6:55 p.m.
6. Agenda Topics:
 - 2025-2026 School Committee Goals, 1st Reading
 - School Committee Member School Visits
 - Review and Discuss 2025-2026 Long-term Agenda
 - Review Robert’s Rules
 - Vote to Approve Extension of Tri-District Calendar Review Subcommittee Deadline
to December 1, 2025
 - Approve Minutes from the Following Meetings:
May 22, 2025; June 5, 2025; June 11, 2025; July 17, 2025
7. Adjournment 8:30 p.m.

**Lincoln Public Schools
Lincoln, Massachusetts**

SCHOOL COMMITTEE MEETING OF AUGUST 6, 2025

RECOMMENDED ACTION:

No action required.

AGENDA ITEM: SUPERINTENDENT'S REPORT

This agenda item allows the Superintendent of Schools to comment informally on the programs and activities of the school system.

-DRAFT-

LPS School Committee Goals 2025-2026

Academic Goal/Student Outcome Goal

- Ensure the quality and utility of student outcome reporting to support data-driven decisions.
- Collaborate with administration to ensure student outcome reports are timely, consistent, aligned with district goals, and actionable.

Budget / Finance Goal

- Successfully negotiate a successor contract with the Superintendent.
- Support the administration to secure a favorable successor agreement with the Lincoln Educators' Association.

Policy Goal

- Complete the review and revision of Section J of the Policy Manual.
- Establish an orientation checklist for new School Committee members including suggested timelines.
- Standardize the School Committee policy update process and develop written guidelines for continued policy review.

Public Outreach Goal

- Develop a public relations plan that outlines timing of newsletters and highlights key public events for committee members to attend.
- Create a distribution strategy for newsletters using both digital platforms (website, email lists, social media) and physical posting where needed.

**Lincoln Public Schools
Lincoln, Massachusetts**

**SCHOOL COMMITTEE WORKING SESSION
MEETING OF AUGUST 6, 2025**

AGENDA ITEM

AGENDA ITEM:

SCHOOL COMMITTEE MEMBER SCHOOL VISITS

Supporting Documents: ☐ Enclosed ☒ N/A ☐ Forthcoming

RECOMMENDED ACTION:

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Information Only

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Discussion/Review

☐

First Reading

☐

Second Reading

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VOTE to:

BACKGROUND:

School Committee will discuss member school visits for the 2025-2026 school year.

School Committee Long-term Agenda
for July 1, 2025 – June 30, 2026 (Updated Regularly)

Agenda Placement	July 17, 2025 Working Session <i>Agenda must be posted by July 15 (Agenda to Amy by Monday, 7/14)</i>	August 6, 2025 Working Session <i>Agenda must be posted by Aug 4 (Agenda to Amy by morning of 8/4)</i>	Sept. 4, 2025 <i>Info. due to Amy by End of Day on Wed Aug. 27</i> Packet Will Be Emailed to SC Members on Fri. 8/29	Sept. 18, 2025 <i>Info. due to Amy by End of Day on Sept 10</i>
Student Learning Spotlight	NA	NA	NA	NA
Consent Agenda				
6. Time Scheduled Appts.	<ul style="list-style-type: none"> • SC self-evaluation • SC Goals discussion • Review Long-term agenda 	<ul style="list-style-type: none"> • Superintendent Goals • SC Subcommittee assignments 	<ul style="list-style-type: none"> • Summer Working Session review • SC Goals, 2nd Rdg and Vote • SC Subcommittee assignments, 2nd Rdg and Vote • Superintendent Goals, 2nd Rdg and Vote • 2025-2026 District Improvement Plan, 2nd Rdg and Vote 	<ul style="list-style-type: none"> • Scholarship Committee Report and Appointment (?)
Reports Only			ESY Programs Report	
7. Superintendent's Rpt.			<ul style="list-style-type: none"> • Enrollment update • Staffing update • Emergency Operations update 	<ul style="list-style-type: none"> • CASE Update
8. Curriculum			<ul style="list-style-type: none"> • Report on summer projects • Report on New Faculty Orientation 	<ul style="list-style-type: none"> • PD Plan • Mentor program update
9. Facilities & Financial			<ul style="list-style-type: none"> • Reporting of Summer Warrants • FY27 Capital Plan Submission Preview 	<ul style="list-style-type: none"> • Reporting of Warrants • FY27 VOTE to approve Capital Projects Submission • FY27 Budget Guidelines, 1st Rdg
10. Policy		First Readings - Second Readings	First Readings - Second Readings	First Readings - Second Readings
11. Unfinished Business				
12. New Business				
13. Approval of Mins				
14. Information Enclosures				
Exec. Session Y or N Before/After Open Mtg				

Agenda Placement	October 9, 2025 <i>Info. due to Amy by End of Day on Oct. 1</i>	October 16, 2025 Working Session <i>Agenda due to Amy on Friday, 10/10</i>	October 23, 2025 <i>Info. due to Amy by End of Day on Oct. 15</i> AT METCO HQ
Student Learning Spotlight	NA		
Consent Agenda	Accept LSF out-of-cycle grants (if needed)		
6. Time Scheduled Appts.	<ul style="list-style-type: none"> School-Based Improvement Plans, all schools SC Goals for 2025-2026, 2nd Rdg and VOTE 		<ul style="list-style-type: none"> Special Education Programs Presentation METCO Report
Reports Only			
7. Superintendent's Rpt.	<ul style="list-style-type: none"> October 1 Enrollment 		
8. Curriculum	-		-
9. Facilities & Financial	<ul style="list-style-type: none"> Reporting of Warrants FY27 Budget Guidelines and Timeline, 2nd Rdg and VOTE 		<ul style="list-style-type: none"> Reporting of Warrants FY25 Budget Closeout FY25 Capital Warrants Closeout FY26 Fiscal Report, 1st Quarter
10. Policy	Second Readings First Readings	-	Second Readings First Readings
11. Unfinished Business			
12. New Business			
13. Approval of Minutes			
14. Information Enclosures			
Executive Session Y or N Before Open Session Y or N; if Y, note reason			

Agenda Placement	November 6, 2025 <i>Info. due to Amy by End of Day on Oct. 29</i>	November 20, 2025 <i>Info. due to Amy by End of Day on Nov. 12</i>	December 4, 2025 <i>Info due. to Amy by End of Day on Nov. 24</i>
Student Learning Spotlight	TBD	TBD	
Consent Agenda			
6. Time Scheduled Appts.	<ul style="list-style-type: none"> Long-term Strategic Plan Update 2026-2027 School Year Calendar, 1st Reading 	<ul style="list-style-type: none"> District-wide Student Achievement and Growth Update 2026-2027 School Year Calendar, 2nd Rdg and VOTE 	<ul style="list-style-type: none"> Presentation of FY27 Preliminary Budget Allot 2 hours - administrators, principals, coordinators
Reports Only	-	-	-
7. Superintendent's Rpt.	-	-	-
8. Curriculum			
9. Facilities & Financial	<ul style="list-style-type: none"> Reporting of Warrants School building project funds update (Brandon/ Angela) 	<ul style="list-style-type: none"> Reporting of Warrants 	<ul style="list-style-type: none"> Reporting of Warrants
10. Policy	Second Readings - First Readings -	Second Readings - First Readings -	Second Readings - First Readings -
11. Unfinished Business			
12. New Business			
13. Approval of Minutes			
14. Information Enclosures			
Executive Session Y or N Before Open Session Y or N; if Y, note reason			

Agenda Placement	December 18, 2025 <i>Info due. to Amy by End of Day on Dec. 10</i>	January 8, 2026 Working Session <i>Info. due to Amy by Jan. 5th Agenda must be posted by January 6, 2026</i>	January 15, 2026 <i>Info. due to Amy by End of Day on Jan. 7</i>
Student Learning Spotlight			TBD
Consent Agenda			
6. Time Scheduled Appts.	<ul style="list-style-type: none"> FY27 Budget Hearing 	<ul style="list-style-type: none"> SC Budget Working Session 	<ul style="list-style-type: none"> Continued FY27 Budget Discussion (with potential vote) Review Superintendent Eval Process
Reports Only			
7. Superintendent's Rpt.	-		<ul style="list-style-type: none"> CASE Board Meeting Update Review Draft Lincoln Agency Annual Town Report (due Feb 2)
8. Curriculum			
9. Facilities & Financial	<ul style="list-style-type: none"> Reporting of Warrants 		<ul style="list-style-type: none"> Reporting of Warrants
10. Policy	Second Readings First Readings		Second Readings - First Readings -
11. Unfinished Business			
12. New Business			
13. Approval of Minutes			
14. Information Enclosures			
Executive Session Y or N Before Open Session Y or N; if Y, note reason			

Agenda Placement	January 22, 2026 <i>Info. due to Amy by End of Day on Jan. 14</i>	February 13, 2026 <i>Info due. to Amy by End of Day on Feb. 5</i>	March 5, 2026 <i>Info. due to Amy by End of Day on Feb. 25</i>
Student Learning Spotlight	TBD	TBD	TBD
6. Time Scheduled Appts.	<ul style="list-style-type: none"> • Vote on FY27 Budget • Superintendent Mid-cycle Report on Progress Towards Goals 	<ul style="list-style-type: none"> • DIP Mid-year Report • SC Mid-year Review of Goals • Library Trustee Report and Appointment 	<ul style="list-style-type: none"> • 2026-2027 School Choice Hearing • 2026-2027 School Choice VOTE
Reports Only	-		
7. Superintendent's Rpt.	-	-	-
8. Curriculum	-	-	- -
9. Facilities & Financial	<ul style="list-style-type: none"> • Reporting of Warrants • Review FY27 Revolving Fund Fee requests & Facilities Rental Fees and Grants, 1st reading • FY26 Fiscal Report, 2nd Quarter 	<ul style="list-style-type: none"> • Reporting of Warrants • FY27 Revolving Fund Fee requests & Facilities Rental Fees and Grants, 2nd Reading and VOTE 	<ul style="list-style-type: none"> • Reporting of Warrants • Review Town Meeting Warrants/Capital Projects
10. Policy	Second Readings - First Readings -	Second Readings - First Readings -	Second Readings - First Readings -
11. Unfinished Business	-	-	
12. New Business	-	-	
13. Approval of Minutes		-	
14. Information Enclosures		-	
Executive Session Y or N Before Open Session Y or N; if Y, note reason		- -	

Agenda Placement	March 19, 2026 <i>Info. due to Amy by End of Day on Mar. 11</i>	April 2, 2026 Working Session <i>Info due. to Amy by End of Day on Mar.30</i>	April 9, 2026 <i>Info due. to Amy by End of Day on Apr. 1</i>
Student Learning Spotlight	TBD	TBD	
6. Time Scheduled Appts.	<ul style="list-style-type: none"> Shift to summer work hours 	<ul style="list-style-type: none"> Superintendent Mid-cycle Review 	-
Reports Only			
7. Superintendent's Rpt.	-		
8. Curriculum	-		
9. Facilities & Financial	<ul style="list-style-type: none"> Reporting of Warrants 	-	
10. Policy	Second Readings - First Readings -	Second Reading - First Readings -	
11. Unfinished Business		-	-
12. New Business		-	-
13. Approval of Minutes		-	-
14. Information Enclosures		-	-
Executive Session Y or N Before Open Session Y or N; if Y, note reason		-	

Agenda Placement	April 16, 2026 <i>Info. due to Amy by End of Day on Apr. 9</i> @ METCO HQ	May 7, 2026 <i>Info. due to Amy by End of Day on April 29</i>	May 21, 2026 <i>Info due. to Amy by End of Day on May 14</i>
Student Learning Spotlight	TBD	TBD	TBD
5. Consent Agenda	-		
6. Time Scheduled Appts.	<ul style="list-style-type: none"> • Approval of Employee Children Enrollment Requests • SC Re-organization • Discussion and vote to approve Superintendent Evaluation 	<ul style="list-style-type: none"> • Student Services Update - Specialized Programs • VOTE to appoint 26-27 CASE BOD member • Approval of 2026-2027 SC Meeting Dates <p>-</p>	<ul style="list-style-type: none"> • 2025-2026 SIP Progress Reports (All Principals) 60 min. • VOTE to Approve School Physician
Reports Only	-	-	
7. Superintendent's Rpt.	<ul style="list-style-type: none"> - 8th grade EOY dates - METCO enrollment update (memo from Parry) 	-	
8. Curriculum			
9. Facilities & Financial	<ul style="list-style-type: none"> • Reporting of Warrants • FY26 Fiscal Report, 3rd Quarter 	<ul style="list-style-type: none"> • Reporting of Warrants 	<ul style="list-style-type: none"> • Reporting of Warrants • Capital Projects 5 Year Plan Preview: FY27-FY31 • Tuitions Prepayments
10. Policy	Second Readings - First Readings	Second Readings - First Readings	Second Readings - First Readings
11. Unfinished Business	-		
12. New Business	-		
13. Approval of Minutes	-		
14. Information Enclosures			
Executive Session Y or N Before Open Session Y or N; if Y, note reason	-		

Agenda Placement	June 4, 2025 <i>Info due. to Amy by End of Day on May 27</i>	June 11, 2025 <i>Info due. to Amy by End of Day on June 3</i>	
Student Learning Spotlight			
Consent Agenda			
6. Time Scheduled Appts.	<ul style="list-style-type: none"> 2026-2027 DIP, 1st Reading 	<ul style="list-style-type: none"> 2025-2026 DIP Progress Report Spring survey data report Report and Vote to Approve LSF Grants for 2026-27 	
Reports Only	-		
7. Superintendent's Rpt.	-		
8. Curriculum	<ul style="list-style-type: none"> Summer Curriculum Development and PD 		
9. Facilities & Financial	<ul style="list-style-type: none"> Reporting of Warrants FY26 Revolving Accts Report FY26 End of Year Funds Report Vote to approve Tuition Prepayment 	<ul style="list-style-type: none"> Reporting of Warrants 	
10. Policy	Second Readings - First Readings -		
11. Unfinished Business	<ul style="list-style-type: none"> Confirm SC Summer Working Session Dates 		
12. New Business	-		
13. Approval of Minutes	-		
14. Information Enclosures			
Executive Session Y or N Before Open Session Y or N; if Y, note reason			

Lincoln Public Schools
Lincoln, Massachusetts

SCHOOL COMMITTEE WORKING SESSION
MEETING OF AUGUST 6, 2025

AGENDA ITEM

AGENDA ITEM:

REVIEW ROBERT'S RULES

Supporting Documents: ☐ Enclosed ☒ N/A ☐ Forthcoming

RECOMMENDED ACTION:

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Information Only

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Discussion/Review

☐

First Reading

☐

Second Reading

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VOTE to:

BACKGROUND:

Below is the link for Robert's Rules of Order – Summary Version

<https://robertsrules.org/indexprint.html>

**Lincoln Public Schools
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**SCHOOL COMMITTEE WORKING SESSION
MEETING OF AUGUST 6 2025**

AGENDA ITEM

AGENDA ITEM:

VOTE TO APPROVE EXTENSION OF TRI-DISTRICT CALENDAR REVIEW SUBCOMMITTEE DEADLINE TO DECEMBER 1, 2025
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Supporting Documents: ☐ Enclosed ☐ N/A ☐ Forthcoming

RECOMMENDED ACTION:

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Information Only

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Discussion/Review

☐

First Reading

☐

Second Reading

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VOTE to:

BACKGROUND:

Vote to Approve Extension of Tri-District Calendar Review Subcommittee Deadline to December 1, 2025

**Lincoln Public Schools
Lincoln, Massachusetts**

**SCHOOL COMMITTEE WORKING SESSION
MEETING OF AUGUST 6 2025**

AGENDA ITEM

AGENDA ITEM:

**VOTE TO APPROVE MINUTES FROM THE FOLLOWING MEETINGS:
MAY 22, 2025 - JUNE 5, 2025 - JUNE 11, 2025 - JULY 17, 2025**

Supporting Documents: ☒ Enclosed ☐ N/A ☐ Forthcoming

RECOMMENDED ACTION:

☐

Information Only

☒

Discussion/Review

☐

First Reading

☐

Second Reading

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VOTE to:

Approve the minutes listed below.

BACKGROUND:

Vote to approve minutes from the following meetings:

- May 22, 2025 – Open Session
- June 5, 2025 – Open Session
- June 11, 2025 – Open Session
- July 17, 2025 – Working Session

DRAFT
MINUTES OF THE LINCOLN SCHOOL COMMITTEE
THURSDAY, MAY 22, 2025 – OPEN SESSION
HYBRID MEETING

In-person Attendance: Matina Madrick (Chairperson), Susan Taylor (Vice Chairperson), Ken Lepage, Abbey Salon, Parry Graham (Superintendent), Torrance Lewis (Assistant Superintendent), Robert Ford (Director of Educational Operations and Technology), Lisa Berard (Administrator for Student Services), Angela Wang (Administrator for Business and Finance)

Virtual Attendance: Jacob Lehrhoff,

Absent: Kim Mack (METCO Representative), Laurel Wironen (Hanscom Educational Liaison)

1. Greetings and Call to Order

Ms. Madrick, Chairperson, called the open session to order at 6:05 PM via hybrid participation. Pursuant to the extension of the remote meeting authorization of the Open Meeting Law through June 30, 2027 under Chapter 2 of the Acts of 2025, this meeting of the Lincoln School Committee will be conducted as a hybrid meeting, providing the public the opportunity to participate in-person or remotely.

2. Student Learning Spotlight – Grade 4

Lincoln – Tommy Edmonston, Thomas Hoch, Leigh Chalifour Burch, Celine Pirbodaghi, Benson Packineau

Lincoln K-4 Principal Sarah Collmer welcomed the students and thanked 4th grade teachers Matt Reed, Thomas Nickerson and Jennifer O'Sullivan for the work they do every day.

- Students talked about their work with poetry.
- Poems on topics that interested them.
- Experiment with poetic devices.
- Each student read a poem they wrote.

Hanscom – Maddie Fleury, Zach Muller, Ainsley Talbot

Assistant Principal Erin Burke welcomed the Hanscom 4th graders and two 4th grade teachers Tammy Mulligan and Lizzie Hulliston.

- Students shared interactive math games
- They “taught” the games to the SC members.
- They worked with rounding.

3. Chairperson's and Members' Reports

Jake Lehrhoff:

- Attended the Great Create at the Lincoln School on Sunday. It was a wonderful event.
- Everyone should check out the art that is now hanging in the school.

Susan Taylor:

- Attended the Pride Event last week on Wednesday. It was a wonderful event.
- Also attended the Literacy Curriculum Information Session. Thanked Mr. Lewis, Dr. Karyn Saxon (LASH Coordinator) and Mr. Ford for all the work they did. It was great information but unfortunately not well attended.
- Attended the LEA retirement party at the Lincoln School. It meant a lot to have SC represented. Ms. Madrick did a great job with her speech.

- Attended the Community Center Building Committee (CCBC) meeting last night. Construction is scheduled to begin on July 7th. Will open bids from contractors next week. There is concern about the price for the project because of tariffs.

Matina Madrick:

- Noted that she spoke to several people at the retirement event:
 - One LPS employee expressed what a special place Hanscom is.
 - Another said they were thankful that they are able to get the resources they need.
 - Another talked about Lincoln as such a special place to work.

4. Public Comments - none

5. Consent Agenda

5.1 Vote to Approve an Overnight Field Trip to Schoodic Institute for 7th Graders at the Lincoln School

Documents:

Dr. Graham introduced Lincoln School 7th grade teachers Ashmi Yung and Tara Price. They provided a brief presentation on the proposed 3-day / 2-night field trip to Schoodic Institute in Maine. This trip would tie in to the grade 7 curriculum. It will replace the previous overnight trip to Sargent Camp that is no longer an option since the COVID pandemic. Since COVID they put together a week-long outdoor adventure program that took place on the school campus. Ms. Ashmi and Ms. Price provided slides detailing the agenda including accommodations, transportation, activities, food, etc.

Dr. Graham noted that the School Committee is asked to approve the overnight field trip to Schoodic Institute for 7th graders at the Lincoln School per policy IJOA.

Mr. Lepage so moved. Ms. Salon seconded.

Roll call vote: Madrick – aye. Taylor - aye. Lepage – aye. Salon – aye. Lehrhoff – aye. None opposed. Motion carries.

6.0 Time Scheduled Appointments

6.1 2024-2025 School Improvement Plan (SIP) Progress Reports: Hanscom K-8, Lincoln K-4, Lincoln 5-8, Preschool

Documents: Hanscom K-8 2024-2025 EOY SIP; Lincoln K-4 2024-2025 EOY SIP; Lincoln 5-8 2024-2025 EOY SIP; Preschool 2024-2025 EOY SIP

Principals Lynn Fagan, Sarah Collmer, Erich Ledebuhr, and Jason Peledge presented their end-of-year SIP reports. Each Principal provided an overview and update on the action steps and intended outcomes around meeting their goals related to the strategic priorities for this past school year. Included in the presentations was looking ahead to next year and continuing to work towards ways to improve.

Preschool – Lynn Fagan

Strategic Priority #1 (Academic and Social-Emotional Supports and Interventions): Provide educators and administrators with comprehensive learning about MTSS and UDL frameworks.

Strategic Priority #2 (Academic and Social-Emotional Supports and Interventions): Build a shared understanding of the beliefs, skills and strategies and systems and supports that our preschool students need.

Priority #3 (Curriculum, Instruction, and Learning): Understand the new IEP framework including incorporating student voice and service delivery.

- Ms. Taylor noted that preschool is right in the middle of COVID babies and asked if that is something Ms. Fagan and her team is seeing/feeling. Ms. Fagan replied that yes there are a lot of pieces to consider with young learners including parenting and catching up on structures and making choices.

- Ms. Madrick asked what percentage of children are on IEPs? Ms. Fagan replied that it varies from year to year. We can be at about 50% but that can change by the end of the year.

Lincoln K-4 – Sarah Collmer

Goal #1: Curriculum, Instruction, & Learning

Work with educators to make improvements to literacy intervention systems so that: at least 50% of K-2 students and at least 50% of 3rd and 4th grade students identified as reading below benchmark in the fall will improve to reading at or above benchmark by the spring; and, at least 80% of students who are not reading at or above benchmark by the end of the year will demonstrate at least one full year's worth of growth.

Goal #2: Classroom and Grade Level Management & Academic and Social-Emotional Supports and Interventions

We will fully implement K-4 CARES Systems: Supporting All Students so that: all stakeholders experience Lincoln School K-4 as a positive and productive community; we ensure our expectations, management practices and responses to student needs are consistent; and to ensure that staff, students, and caregivers are

Goal #3: AIDE, Community Engagement & Human Resources

We will strengthen our partnership with caregivers through clear and consistent communication, and opportunities to participate in classrooms and/or the school community.

- Ms. Salon asked about what is needed to meet areas that are in the red: (1) shifting schedules for tiered instruction and (2) awareness and skill for responsive, inclusive and equitable instruction? Ms. Collmer replied that the first one about not taking kids out of their environment is a difficult one. Where does the time come from? Carving out a block time means taking time from another place. This will be an Administrative Council decision and it will be a difficult decision. The other issue is around AIDE work and the goal is for it to be a part of everything we do.
- Mr. Lehrhoff asked Ms. Collmer to give more information about how the behavior dial has evolved and the response to chronic behaviors? Ms. Collmer replied that it is part of the evolution of the CARES group. Worked with Maureen Markelz to weave in the Responsive Classroom. We're heading in the right direction around other strategies to help with behaviors including self-control. Some school-wide work is to come up with strategies for students, families, and interventions. We have strategies but the decision-making process and being able to respond more nimbly is important.

Lincoln 5-8 – Jay Peledge

Strategic Priority #1 (Academic and Social-Emotional Supports and Interventions):

We will begin to pilot new or revised intervention structures across 6-8 with a primary aim of being able to recommend intervention structures that could be most effective and could be implemented more uniformly in 2025-26.

Strategic Priority #2 (Classroom & Grade-Level Management):

We will provide a more layered response to student needs while simultaneously clarifying for the students and community the expectations and supports available for all students, so as to see a 25% reduction in bullying complaints.

Priority #3 (Curriculum, Instruction, and Learning):

We will sharpen our Tier 1 instruction via the use of peer observations and feedback with an emphasis on increasing student engagement.

- Mr. Lepage stated that with the bullying intervention measures you've seen a drop in the number of bullying investigations. What other data do you use for this? Mr. Peledge replied that incident reports are another tool. It can be difficult to fill them out at that moment but they can be done later. We also have team reports.
- Mr. Lepage asked about gaps in the data if some are better than others at filling out reports? Mr. Peledge replied that is always a concern but we need to build out more on the surveys that students fill out.

- Ms. Madrick asked if the new literacy curriculum will help with the need for additional assessment data in ELA? Mr. Peledge replied that it could be easier to compare in terms of achievements. Assessments are built into the curriculum and throughout the curriculum. When you only have one teacher in ELA that teacher does not have the option to collaborate about what is being done or how it can be done in another way.
- Ms. Madrick stated she is hearing a lot about tier 2 and tier 3 interventions. Does any curriculum help with that? Mr. Lewis replied that the district has to follow standards set by the state. If you're doing good instruction in tier 1 then tier 2 and 3 become less needed.
- Ms. Taylor asked about how this new curriculum will fit in with the veteran teachers? Mr. Peledge replied that it can be difficult to introduce something new with experienced teachers. Need to dispel the belief that changing is a criticism. Also, when you feel good about what you've been teaching for a long time, it can take a while to get comfortable and feel good with the new thing.

Hanscom K-8 – Erich Ledebuhr

Strategic Priority #1: Continue to build the structures of a comprehensive K-8 school that will best meet the needs of our unique student and parent population.

Strategic Priority #2: Support faculty and staff in curriculum and planning development to better meet the needs of all students.

Strategic Priority #3: Review and adapt our student support structure to better meet the ever- changing needs of our students and families.

- Ms. Salon asked if there is a plan to more formally survey families and teachers about looping in the fall? Mr. Ledebuhr replied that he does plan to put out a deeper survey to the teachers. It was piloted this year so there are no plans to move up more teachers next year. It is a lot to change curriculum and then adding in more structural changes would be a lot.
- Ms. Salon asked if there was any concern/ anxiety from families about the kindergarten placements happening in early fall? Mr. Ledebuhr replied that Assistant Principal Erin Burke did a great job communicating with parents and working with faculty. Students are screened as they come in. They were grouped into color groups. Things really went smoothly and Ms. Burke and the K team are happy to do it again next year.
- Ms. Madrick asked about looping and Mr. Ledebuhr explained the process of students staying with the same teacher for two years.
- Ms. Taylor noted that 2 years ago Mr. Ledebuhr was telling a very different story and he gave the impression that he and the faculty were hurting. Mr. Ledebuhr agreed and thanked the SC for allowing Hanscom to make some significant structural changes. The Hanscom School took some big steps this year and was able to make great strides. He feels like we are moving forward in a great direction.

Ms. Madrick thanked all the principals and noted that the reports really gave the members some excellent insight into what is happening in the schools.

6.2 Vote to Approve Superintendent Graham's Contract Addendum

Documents: None

Ms. Madrick explained that Dr. Parry Graham is entering the third year of his 3-year contract. The Superintendent and the School Committee have reached an agreement to increase his salary for FY26 by a COLA of 2.5%.

Ms. Madrick moved to approve the Superintendent's salary increase for FY26 by 2.5% for Superintendent Parry Graham. Ms. Taylor seconded.

Roll call vote: Lepage – aye. Salon – aye. Taylor – aye. Madrick – aye. Lehrhoff – aye. None opposed. Motion carries.

6.3 Vote to Approve the Charge for the Tri-District Calendar Review Subcommittee
Documents: Draft Charge for the Tri-District Calendar Review Subcommittee

Ms. Madrick explained that the Lincoln School Committee participated in the Tri-District School Committee meeting held on April 9, 2025 with the school committees from Sudbury and Lincoln-Sudbury Regional High School. At that meeting, the members discussed the creation of a Tri-District Calendar Review Subcommittee. The Charge for the subcommittee was also briefly discussed and there was a consensus to bring the Charge back to the individual committees for approval.

Ms. Madrick moved to approve the Charge for the Tri-District Calendar Review Subcommittee. Ms. Taylor seconded.

Roll call vote: Lepage – aye. Salon – aye. Taylor – aye. Madrick – aye. Lehrhoff – aye. None opposed. Motion carries.

6.4 Vote to Approve the School Physician for the 2025-2026 School Year
Documents: Agreement of Services – School Physician

Administrator for Student Services Dr. Lisa Berard explained that the School Committee is asked to approve the appointment of Dr. David Geller as the School Physician for the 2025-2026 School Year. Dr. Geller is the current school physician and has signed the agreement letter for next year.

Ms. Taylor moved to authorize Dr. David Geller as the school physician for the 2025-2026 school year. Ms. Salon seconded.

Roll call vote: Lepage – aye. Salon – aye. Taylor – aye. Madrick – aye. Lehrhoff – aye. None opposed. Motion carries.

7. Superintendent's Report
Retirement Ceremony

Dr. Graham shared that yesterday the district held the 2-part retirement ceremony where we recognized the following retirees: Scott Burke, Mary Cartier, Scott Dixson, Diane Mackenzie, Gail Moreno, Kathy O'Connell

METCO Enrollment Update

Dr. Graham shared projected METCO student enrollment for the 2025-2026 school year:

- Policy JFABC allows for enrollment of up to 91 students with emphasis on enrolling at least 2 per classroom when possible.
- Currently there are 84 students enrolled with 11 8th grade students leaving this year.
- One additional student is projected to leave.
- Projecting 19 available seats for next year.
- Could potentially have some additional files made available to Lincoln. METCO does the enrollment in 2 waves.
- Requesting School Committee approves the current METCO enrollment plan reflected in the numbers below:

Grade	Number of Active Files as of 5/16/25 for enrollment in 2025-26
K	5
1	6
2	0
3	4
4	0
Total	15

- Ms. Taylor asked about the decision to not enroll students in the older grade levels. Dr. Graham replied that based on information from METCO Director and AIDE Coordinator Marika Hamilton, the students in the older grade levels do not have as positive an experience as the younger students.

Ms. Madrick moved to approve the METCO enrollment plan for 2025-2026 as presented. Ms. Taylor seconded.

Roll call vote: Lepage – aye. Salon – aye. Taylor – aye. Madrick – aye. Lehrhoff – aye. None opposed. Motion carries.

MCAS Update

Mr. Ford presented the MCAS Update:

- Students doing MCAS for the last month and half
- New platform from State this year.
- It has been a mixed bag in terms of the software. On our end, things went well in ELA and math and science and civics so far.
- Some glitches were experienced, but they were not unique to Lincoln. No answers yet on how it might impact the scores.
- Just set the dates for MCAS next year.

8. Curriculum

Mr. Lewis reported that he and LASH Coordinator Dr. Karyn Saxon teamed up with the PTO and presented the parent session regarding curriculum review.

- Dr. Saxon did a great job on the overview of the programs.
- Principals and several faculty members were there to answer questions.
- Today is the first day that the Curriculum Committee was back together since the piloting.
- Next week we will meet for about 2 hours to make the final choice on which curriculum.
- Mr. Ford offered kudos to the 4 students who attended the info session.

9. Facilities and Financial

9.1 Reporting of Warrants:

Ms. Madrick reviewed and approved the warrants from the following dates:

Date	Teacher Summer	Payroll	AP	Total
5/13/2025		\$ 853,247.62	\$ 693,672.91	\$ 1,546,920.53

9.2 Capital Projects 5-year Plan Preview

Ms. Wang provided a brief update on the FY25 projects. She also noted that she, Facilities Director Brandon Kelly and Mr. Ford recently submitted the five year capital plan for FY27-FY31.

Mr. Ford reviewed the FY26 projects that were both funded and not funded. In FY27, LPS proposed one new project of installing a generator at the Hartwell building, bringing it forward now that the Community Center project is moving forward. He also provided a long-range capital plan update and reviewed the projects for FY27-FY31.

Capital Projects	Target Acquisition Year	Requested Amount	Comments	FY	Total Requested
Hartwell -- Install generator	FY27	\$ 100,000	Generator to run network, lighting, and life/safety systems at Hartwell in case of power outages		
Classroom presentation system replacement	FY27	\$ 172,000	Replacement of equipment originally purchased through FY18 and FY19 capital projects and moved into the new building		
				FY27	\$ 272,000
Abate Asbestos-Containing materials-- Hartwell Building	FY28	\$ 428,000	Community Center related work will not trigger entire building remediation		
Hartwell -- Replace Wooden Window Curtain Walls and Insulate Masonry Walls	FY28	\$ 260,000	Two Phases. Phase I. Moving to FY27 to allow for swing space for Community Center		
Hartwell -- Replace Wooden Window Curtain Walls and Insulate Masonry Walls	FY28	\$ 310,000	Phase II. Moving to FY 28 to allow for Community Center Swing Space		
Maintenance	FY28	\$ 50,000	At Year 5, 10, 15, and 20 the Lincoln School building will have lifecycle repair and replacements coming due		
Firewall Replacement	FY28	\$ 40,000	Estimate of replacement cost after 5 year lifespan		
				FY28	\$1,088,000
Server Infrastructure Replacement	FY29	\$ 60,000	Estimate of replacement cost after 6 year lifespan		
Core and edge switch upgrades	FY29	\$ 53,000	Estimate of replacement cost after 7-10 year lifespan. Targeted for partial funding as a potential E-Rate category 2 project		
				FY29	\$ 113,000
Capital Projects	Target Acquisition Year	Requested Amount	Comments	FY	Total Requested
Hartwell Complex -- Exterior Painting & Repointing	FY30	\$ 50,000	With the windows and curtain walls being completed this would allow the remaining brick exterior to be repointed and existing trim to be painted completing the exterior renovations		
Maintenance	FY30	\$ 50,000	At Year 5, 10, 15, and 20 the Lincoln School building will have lifecycle repair and replacements coming due		
				FY30	\$ 100,000
Phone System Replacement	FY31	\$ 58,000	Lifecycle replacement and upgrade to telephone system at 10 years		
Hartwell -- Unit Ventilators, Final Phase	FY31	\$ 102,000	Scope Change: Possibility Placeholder for continuing to either operate the Hartwell building as is or begin to decommission the boiler. More information is needed when we know what will be involved to move to Heat pump system		
Wireless Access Point Replacement	FY31	\$ 78,000	Wireless access point replacement at 6 years		
				FY31	\$ 238,000

9.3 Tuition Prepayment Discussion

Ms. Wang stated that tuition prepayment has been a historic practice in Lincoln. It is authorized by MGL c. 71, Section 71D. Chapter 40 allows schools to prepay collaboratives. The common practice is to pay the collaboratives up to a year. The benefit is to help with mitigating the risk of new OOD placements. This year we had at least one OOD placement on the Lincoln side after the budget was created.

- Dr. Graham noted that tuition prepayment is using FY25 remaining funds instead of returning the funds to the Town. In trying to keep the budget very tight for next year, we already see that there may be one or two additional students going out of district next year. In the event that the Lincoln-side budget has funds remaining at the end of

the FY25 school year, the Committee may wish to allocate some of those funds for out-of-district tuition prepayments.

- SC members and the administration discussed the pros and cons of prepaying tuitions including how it might impact next year. Dr. Berard noted that we budget for students we know will go out of district but if additional students need to go out of district, we would have to find that money elsewhere. Prepaying tuitions gives us a cushion.
- Dr. Graham stated that the idea tonight was to provide the information. The End of Year Report is scheduled for the next meeting. The plan is to make a proposal and then any potential action or vote could be scheduled for the June 5 or June 11 meetings.
- Ms. Wang added that she reached out to the auditors at MASBO and other districts to confirm that this is something that can be done. Ms. Madrick also reached out to MASC and they said it was a common practice. There are dissenters in town but it is within our right to do it.
- Ms. Wang added that she will be able to provide an up-to amount based on the end of year budget report.

10. Policy – none

11. Unfinished Business - none

12. New Business - none

13. Approval of Minutes

13.1 Minutes of the April 9, 2025 Tri-District SC Meeting and the April 10, 2025 SC Working Session.

Mr. Lepage noted that he was taken off the Community Center Committee and added to the Finance Subcommittee. Ms. Madrick added that the change happened at the next meeting and the minutes can remain as presented.

Ms. Madrick moved to approve minutes of the April 9, 2025 Tri-District SC Meeting and the April 10, 2025 SC Working Session as presented. Ms. Taylor seconded.

Roll call vote: Lepage – aye. Salon – aye. Taylor – aye. Madrick – aye. Lehrhoff – aye. None opposed. Motion carries.

14. Information Enclosures

Documents: Thank you letter to the Ogden Codman Trust

15. Adjournment

Ms. Madrick moved to enter into executive session at 9:02 PM. Ms. Taylor seconded.

Roll call vote: Lepage – aye. Salon – aye. Taylor – aye. Madrick – aye. Lehrhoff – aye. None opposed. Motion carries.

The next School Committee open meeting is scheduled for Thursday, June 5, 2205.

Respectfully submitted,

Amy Pearson

Recording Secretary

Approved at School Committee Meeting of ...

DRAFT
 MINUTES OF THE LINCOLN SCHOOL COMMITTEE
 THURSDAY, JUNE 5, 2025 – OPEN SESSION
 HYBRID MEETING

In-person Attendance: Matina Madrick (Chairperson), Susan Taylor (Vice Chairperson), Jacob Lehrhoff, Ken Lepage, Abbey Salon, Laurel Wironen (Hanscom Educational Liaison), Parry Graham (Superintendent), Torrance Lewis (Assistant Superintendent), Robert Ford (Director of Educational Operations and Technology), Lisa Berard (Administrator for Student Services), Angela Wang (Administrator for Business and Finance)

Absent: Kim Mack (METCO Representative)

1. Greetings and Call to Order

Ms. Madrick, Chairperson, called the open session to order at 6:05 PM via hybrid participation. Pursuant to the extension of the remote meeting authorization of the Open Meeting Law through June 30, 2027 under Chapter 2 of the Acts of 2025, this meeting of the Lincoln School Committee will be conducted as a hybrid meeting, providing the public the opportunity to participate in-person or remotely.

2. Student Learning Spotlight – Preschool Hanscom – Beau Gosselin, Gunner Purington Lincoln – Lainey Conant, Luke Lyon

Principal for Early Childhood Programs Lynn Fagan introduced Lincoln teachers Dana Brown and Maureen Cullen and students Lainey Conant and Luke Lyon. She also introduced Hanscom teachers Amanda Carman and Michael Chin and students Beau Gosselin and Gunner Preschool.

- The students have been learning about the lifecycle of the butterfly.
- Mr. Ford played a video of the students learning about the four stages of the butterfly: egg, larvae, chrysalis, and butterfly.
- The students shared examples of the work that they did in class.

3. Chairperson's and Members' Reports

Jake Lehrhoff:

- Tomorrow 6/6 at 1:00 will be the first meeting of the Tri-District Calendar Subcommittee. There will be more meetings and information to come.

Ken Lepage:

- Attended the first Robotics open house. He applauded the students of all age groups and noted the robots were impressive.

Susan Taylor:

- Reminder about the Feast and Fair on June 14th and the Special Town Meeting on June 25th.
- The Community Center is on the agenda. All of the bids came in over the amount that was authorized by the Town. If the money is not authorized then construction can't start and there will be a scramble to figure out how to re-design the building.
 - The School Committee has a statement that was adopted in March 2024. She asked everyone to look at it to see if there are any changes that need to be made.
 - She noted that SC approved a license agreement for next year assuming they will be in the building. If that changes then we would need to come to SC with a new license.

Ms. Madrick:

- Yesterday the Finance Subcommittee met to review the reports that Ms. Wang will review tonight.
- Last night the 5th grade had an academic open house. Families came in to see the students' work from throughout the year.

4. Public Comments - none

5. Consent Agenda

5.1 Vote to Accept a Gift of \$1000 from the Mitchell Family Charitable Trust

5.2 Vote to Accept a Gift of \$500 from the Society of American Military Engineers (SAME)

Documents: Memo from Angela Wang, dated May 23, 2025; Memo from Angela Wang, dated June 2, 2025

Ms. Madrick asked for a motion. Mr. Lehrhoff moved to accept the 2 gifts as presented. Mr. Lepage seconded. All in favor. None opposed. Motion carries.

6.0 Time Scheduled Appointments

6.1 Green Energy Committee: Climate Leader Committee Application, 1st Reading

Documents: Memo from Paul Shorb, dated May 30, 2025

Paul Shorb, Chair of the Green Energy Committee, stated that in support of Lincoln's application to become certified as a "Climate Leader Community", the Green Energy Committee asks that the School Committee formally approve prior to June 30:

1. Municipal Decarbonization Roadmap ("the Roadmap");
2. Zero Emissions First vehicle policy ("ZEV Policy");
3. 2050 decarbonization goal.

The main reason for Lincoln to seek this certification is to become eligible for substantial amounts of grant money from the state to help Lincoln gradually eliminate on-site combustion of fossil fuels by the town's municipal facilities and vehicles by 2050. Already a member of the Green Community – most towns are members. Have utilized funds to support programs to mitigate climate change. Approving these documents will not impose any binding commitments on the Lincoln Schools. They only present plans and intentions and Lincoln would remain free to leave the Climate Leader Community program at any time.

School Committee members and Mr. Shorb discussed the following:

- The Green Energy Committee is bringing this to the Selects on June 16. The paperwork needs to be submitted by June 30th. If Lincoln misses this cycle, the next group will be reviewed in December.
- Facilities Director Brandon Kelly has been very involved in the process and none of this will be a surprise to him.
- Are there any financial concerns? There is a preference scale in this program but nothing in this program is binding. There is no commitment. The Town can just drop out.
- The maximum amount of money for each town is \$1 million. As a town we would need to figure out what is most important.
- This only applies to buildings and vehicles under SC/school control. The main obligation is to get them to stop burning fossil fuels by 2050.
- Discussion on the electrification of the school bus fleets and the infrastructure needed to charge that number of electric vehicles.
- Would decisions that are made on the school side jeopardize the whole town.? Mr. Shorb said he believes that the answer is yes.
- Mr. Shorb submitted the information to CapCom and they think it is fine. Probably because of the non-binding option.

6.2 Discussion and Potential Vote to Approve Support of Doherty's Application for a MassCEC Grant

Documents: None

- Mike Callender the new General Manager from Doherty's Garage. Here to request the SC support and letter of support to apply for a MassCEC grant to move towards electrifying the school bus fleet. The grant is for up to 2.5 million to show significant purchases in moving

towards electrifying the fleet. This grant is very flexible. It can be applied to buses or the charging stations.

- Started the planning process to update the garage and to bring in between 4-8 charging stations.
- The deadline to apply is June 13 and the award is expected by June 30. The application is not too burdensome.
- Need the SC to vote for this to indicate support for the application and provide a letter of commitment. There is no cost to the school.
- The application does require a site plan. Does not need to be a very detailed site plan but it does have to be submitted with the application. Charging stations would be added to an area behind the garage.
- Discussed the complications of bus charging stations on the school campus including parking buses at the school and running the lines needed for the transformer.
- The letter of the support does not say anything about the site. It just says that you are aware of the grant and in support of applying for the grant.
- School Committee is asked to support this grant to electrify the fleet and there is no ask for funding.

Ms. Madrick asked for a motion. Mr. Lepage moved to approve support for Doherty's application for a MassCEC Grant. Ms. Taylor seconded.

Roll call vote: All in favor. None opposed. Motion carries.

6.3 Literacy Curriculum Review Update

Documents: K-8 Literacy Curriculum Review – and Decision 2024-2025, Lincoln Public Schools

Assistant Superintendent Torrance Lewis joined by LASH Coordinator Dr. Karyn Saxon presented slides and provided an overview of the literacy curriculum review timeline and process and the work the Literacy Curriculum Committee has done during this school year:

- Researching the curricula
- Set up piloting at all grade level
- Collect data from surveys, observations, and parent input
- Choose the new K-8 literacy curriculum: EL Education, K-8
 - Standards-based
 - Builds content knowledge
 - Research-informed
 - Features engaging, complex texts
 - Built for equity
 - Incorporates social emotional learning

School Committee discussed the following with Mr. Lewis and Dr. Saxon:

- The school will receive the most updated version of the materials and will also receive the digital version. 2019 is the most updated version.
- Keeping Foundations as the phonics program. Funding will potentially come from FY25 funds and also waiting on possible grant money.
- If a new version of the materials becomes available in the next few years, the district would wait to see if it is much better and if an upgrade was warranted.
- Dr. Saxon explained that the EL modules allow you to choose science or social studies based. If there is a topic that aligns with the EL curriculum then teachers can use the SS or Science blocks. The other aspect is grades 3-5 blocks. The goal is to figure out how to fit these lessons into the amount of time available in the school day. Mr. Ford added that we looked at our schedule and did make some small adjustments.
- In terms of the use of technology in the EL Education curriculum, there are strong teacher tools and we are very comfortable with the digital tools available.

- The assessments are packaged with the curriculum.

6.4 2025-2026 District Improvement Plan (DIP), 1st Reading

Documents: Lincoln Public Schools District Improvement Plan

Superintendent Parry Graham noted that the goals presented in the District Improvement Plan represent the district goals for the 2025-2026 school year. These goals are connected to the district's multi-year strategic plan that was approved at the September 19, 2025 School Committee meeting. The plan includes action steps, timeline, and intended outcomes for the 3 goals below. This is a draft and any changes or potential updates can be discussed before a second reading in the fall.

Annual Goal #1: Successfully implement a new literacy curriculum across all classrooms K-8.

Implementation will include a comprehensive professional development program for faculty, an explicit connection to AIDE values, regular opportunities for staff feedback, and appropriate supports for administrators and other staff. In addition, develop multi-year student literacy achievement and growth targets for identified student sub-groups (based on a review of student progress during the 2024-25 school year), and use district- and school-level data dashboards to track and disseminate student literacy progress.

Annual Goal #2: Develop a district-wide, multi-year, multi-tiered systems of support (MTSS) plan.

Implementation of the plan would begin in the 2026-27 school year.

Annual Goal #3: Ensure that Lincoln Public Schools has an increasingly diverse staff that identifies LPS as having a positive and healthy culture. To that end, the district will develop a multi-year HR plan to attract, hire, and retain staff members with a range of prior experience in education; a range of life experiences; racial and gender diversity; a common commitment to doing their best work for children; and a common commitment to contributing to a positive and collaborative culture.

- Mr. Lehrhoff asked what big strategic investment did you discuss and decide not to include the goals? Dr. Graham replied that there are lots of things we are doing that are not stated in the goals. We wanted to have a very high-level approach to the needs and goals for our students.
- Mr. Ford added that there were some things we were thinking about around MTSS but we wouldn't have enough time to do it as well as we wanted to.
- Mr. Lewis added that we need to put the foundational things in place that build a better future towards learning.
- Dr. Graham noted that the 4th item that we discussed was behaviors. But we did not end up including it.
- Ms. Taylor noted that some of the things in annual goal 3 are the same as what the town is going through. The town brought in outside help. Might be good to share some of the information.
- Dr. Graham added that the district collects a fair amount of demographic information that we are required to report to the state.
- Ms. Taylor noted that she didn't see developing a joint working group with the community and the general idea of drawing the community in.
- Dr. Graham replied that the fact that it is not there does not mean we are not focused on doing it. Mr. Ford added that the district will be implementing a new website communication tool. It will be a big lift.
- Ms. Salon noted that Goal 3 is a large body of information about metrics on having a diverse staff and faculty and its impact on students.
- Mr. Lehrhoff noted that Goal 2 is big and you were all thoughtful with what you thought was achievable and tempered it.
- Mr. Lewis added that it is going to be incremental and challenging work.

6.4 Vote to Approve One Additional Employee Child Enrollment

Documents: Policy JFAB

Superintendent Parry Graham stated that there has been one additional request from an employee to enroll their student at LPS next year. Assistant Principal Erin Burke is requesting enrollment for her child for next year. Lincoln School 5-8 Principal Jay Peledge has confirmed that space is available.

Mr. Lepage moved to approve the enrollment of one additional employee child for the 2025-2026 school year. Ms. Taylor seconded. All in favor. None opposed. Motion carries

7. Superintendent's Report

Dr. Graham the plans for the Administrative Council Leadership Retreat:

- 4 total days of retreat
- June 25 – one day of team building
- July 20-21 – 2 days together at UMass Mt. Ida Campus. Still working on the plan for that day
- August 12. – Morning will be emergency operations planning. Afternoon is nuts and bolts work.

8. Curriculum

Summer Curriculum Development and PD

Mr. Lewis explained that teachers put together programs for summer PD for literacy. Need to give teachers flexibility and balance with the cost for the programs.

9. Facilities and Financial

9.1 Reporting of Warrants:

Ms. Madrick reviewed and approved the warrants from the following dates:

Date	Teacher Summer	Payroll	AP	Total
5/27/2025		\$ 926,288.07	\$ 321,009.55	\$ 1,247,297.62

9.2 FY25 YTD 4th Quarter Report

Ms. Wang provided printed and bound copies of the FY26 Budget Book to all School Committee members.

She reported that as the fourth quarter still continues, the enclosed report shows what the District has used for this fiscal year's budget as of 5/28/2025. During the fourth quarter, spending in all categories have continued up to the budget freeze on April 15 at both campuses. Then available funds were allocated for district-wide purchases based on strategic priorities and requests from all sites. This will continue until the end of the fiscal year to plan for the upcoming summer and next school year. The balance reflected in the report will change as we spend down the budget.

- Looking at approximately \$400,000 on the Lincoln side.
- Literacy curriculum materials will be \$87,400 per campus. Might be able to fund all of that for Lincoln this year.
- Website initiative. Mr. Ford has been working with vendors to get quotes and the website cost is \$33,800 + \$1500 for the webmaster to work on the new website.
- The initiative to put up fence around the back of the Hartwell Building – the area is called Strats Place = \$25,000
- Also, possibly replacing carpeting in some of the offices in the Central Office.
- The last day to encumber money for FY25 is July 15 but the goal is to get everything entered by June 30.
- Ms. Wang explained the transportation PO increases. The bulk of the increase (\$82,000) is for CASE. She explained that next year the district will encumber the full amount for the year so we don't have to increase the PO at the end of the year. CASE Transportation needs to be increased.

- On the Hanscom side there is a deficit of \$284,000 because we encumbered money for Hanscom retirement benefits. This was part of a recommendation following the Collins Center work.
- Funds needed for ESY training in June. This is for both campuses based on enrollment.
- Ms. Taylor asked about the utilities line. Ms. Wang replied that we do not know yet.

9.3 FY25 YTD Revolving Funds

Ms. Wang provided a summary of the YTD FY25 revolving funds

	FY25 Budget	YTD Exp & Enc	Available
ATHLETICS	25,786.57	19,608.76	6,177.81
BUS FEES	121,918.99	53,360.05	68,558.94
LEGACY GIFT FUND	5,195.38	-	5,195.38
LINCOLN AFTER SCHOOL MUSIC PROGRAM (LASMP)	91,690.00	70,212.19	21,477.81
MUSIC PROGRAM GROUP RF	684.70	-	684.70
SCHOOL LUNCH *	576,532.00	495,992.00	80,540.00
*School Lunch financials are based on actual revenue and expenditures as of April 2025			

9.4 Tuition Prepayments, 1st Reading

Ms. Wang reported that MGL c. 71, Section 71D and c. 40, Section 4E allow the School Committee to authorize prepayment of tuition to private and collaborative schools.

- For FY26 we budgeted for known placements and now there are 2 additional students who will be placed out of district. The tuition total of approximately \$280K.
- The school would like to prepay tuition if the money becomes available. This is not a new practice.
- Ms. Taylor noted that past practice was to return money to free cash as a sign of good will and good budgeting. Will there be funds to return to the Town?
- Ms. Wang replied that we can only prepay up to one year and up to \$200K in advance.
- \$200K is a rough estimate and we don't actually know how much we will have remaining at the end of the year.
- Ms. Madrick suggested bringing in someone with more expertise on this.
- Ms. Salon noted that SC asked the administration to build a lean FY26 budget. She asked if SC should take the opportunity to alleviate some of the financial burden from an unanticipated cost?
- Ms. Wang noted that the budget is always so fluid so it's hard to land on the exact budgeted amount. But we should always think about sound budget practice. It is nice to return money back to the town but we don't know.
- Mr. Lepage noted that the number one responsibility is to stay within budget. It is not optimal to overspend and have to ask for a budget transfer.

Ms. Wang explained that at next week's meeting, SC will be asked to approve prepaying up to \$200,000 in the FY25 budget for next year's tuition in the event that the Lincoln-side budget has funds remaining at the end of the school year.

10. Policy – none

Ms. Wironen left the meeting at 8:55pm.

11. Unfinished Business

1 Library Trustee Appointment

2 Ms. Madrick explained that the SC appoints one of the Library Trustees. The current trustee is Lucy Maulsby.
3 In discussions with Ms. Maulsby, she is amenable to another year. In future years, the Library Trustee will be
4 appointed after the budget cycle (most likely at the February meeting) and the appointee will begin their term
5 after Town Meeting. Ms. Madrick will send a letter to appoint Lucy Maulsby for one year and then after that it
6 will be every 3 years. The long-term agenda will reflect that so the Committee can stay on top of it.
7

8 **12. New Business**

9 Ms. Taylor stated that she will man the table at the Fair and Feast on 6/14 but she is hoping other members can
10 join her. Ms. Salon added that she will join her and Ms. Madrick will also be there. Ms. Taylor plans to have
11 some brain teaser puzzles to hand out. She would also like to have a handout on the SC.
12

13 **13. Approval of Minutes**

14 **13.1 Minutes of the April 17 and May 8, 2025 School Committee meetings.**

15 Ms. Taylor moved to approve the minutes of April 17 and May 8 as presented. Mr. Lepage seconded.
16 All in favor. None opposed. Motion carries.
17

18 **14. Information Enclosures - none**

19
20 **15. Adjournment**

21 Mr. Lepage moved to adjourn at 9:00 PM. Ms. Taylor seconded.
22 All in favor. None opposed. Motion carries.
23

24 The next School Committee open meeting is scheduled for Wednesday, June 11, 2205.
25

26 Respectfully submitted,
27

28 Amy Pearson
29 Recording Secretary
30

31 *Approved at School Committee Meeting of ...*

DRAFT
MINUTES OF THE LINCOLN SCHOOL COMMITTEE
WEDNESDAY, JUNE 11, 2025 – OPEN SESSION
HYBRID MEETING

In-person Attendance: Matina Madrick (Chairperson), Susan Taylor (Vice Chairperson), Ken Lepage, Parry Graham (Superintendent), Torrance Lewis (Assistant Superintendent), Robert Ford (Director of Educational Operations and Technology), Lisa Berard (Administrator for Student Services)

Virtual Attendance: Laurel Wironen (Hanscom Educational Liaison)

Also present: Brandon Kelly, Facilities Director

Absent: Jacob Lehrhoff, Abbey Salon, Kim Mack (METCO Representative), Angela Wang (Administrator for Business and Finance)

1. Greetings and Call to Order

Ms. Madrick, Chairperson, called the open session to order at 6:20 PM via hybrid participation. Pursuant to the extension of the remote meeting authorization of the Open Meeting Law through June 30, 2027 under Chapter 2 of the Acts of 2025, this meeting of the Lincoln School Committee will be conducted as a hybrid meeting, providing the public the opportunity to participate in-person or remotely.

2. Student Learning Spotlight – None

3. Chairperson's and Members' Reports

Ms. Taylor:

- The Lincoln250 Fair and Feast is scheduled for Saturday, June 14, 2025. She will be attending.
- There is a forum for the Community Center. Questions about additional money needed for the project will be addressed. The Community Center is on the agenda for Special Town Meeting on June 25, 2025.

4. Public Comments - none

5. Consent Agenda

5.1 Vote to Dissolve the Lincoln Tri-District Calendar Subcommittee and Combine All Three Subcommittees into one Tri-District Calendar Review Subcommittee

Ms. Madrick explained that because of the way the calendar subcommittee was formed they will not meet quorum if one person is absent. The School Committee is asked to vote to dissolve the Lincoln Tri-District Calendar Subcommittee and to combine all three subcommittees into one Tri-District Calendar Review Subcommittee, with representation from each of the three districts. Ms. Madrick will serve as a backup member if either Lincoln member cannot attend a meeting in order to ensure a quorum.

Ken Lepage added that based on the first meeting, the interests of the 3 participating districts may diverge.

- So far only Sudbury residents have participated in Public Comment.
- Later in the process, could potentially send out family surveys.
- None are opposed to forming the tri-district subcommittee, however, there might be a recommendation that comes out of that committee that the Lincoln members do not support. Members from Sudbury and L-S do recognize that all having the same calendar might not happen.

Ms. Madrick asked for a motion to dissolve the Lincoln Tri-District Calendar Review Subcommittee and combine all 3 subcommittees into one. Ms. Taylor so moved. Mr. Lepage seconded. Roll call vote: Madrick – aye. Lepage – aye. Taylor – aye. Laurel - concur. None opposed. Motion carries.

6.0 Time Scheduled Appointments

6.1 Green Energy Committee: Climate Leader Committee Application, 1st Reading

Documents: Memo from Paul Shorb, dated May 30, 2025

Ms. Madrick stated that tonight the School Committee needs to vote on the Green Energy Committee application to become certified as a “Climate Leader Community.”

- Mr. Kelly added that we do have uses of fossil-fuels that we cannot eliminate, including the generators for life safety and the Bunsen burners for the science program.
- In talking to Paul Shorb, Chair of the Green Energy Committee, he stated that the language changes are acceptable to the Climate Leader group.
- Ms. Madrick added that the Selects are voting on this on the 16th and they do not have a problem because it is non-binding.
- Mr. Lepage asked that if, at any point, we do not meet the criteria we could be kicked out?
- Mr. Kelly added that the guidelines are binding but if we do not meet the criteria, they could deny our acceptance. He added that Lincoln is far ahead of the surrounding communities.

In support of Lincoln seeking Climate Leader Community certification, the Lincoln School Committee hereby expresses its commitment to eliminating on-site fossil fuel use by school district buildings and vehicles included in the municipal portfolio by 2050, except as required for life safety operations or educational programming.

Mr. Lepage moved to approve. Ms. Taylor seconded.

Roll call vote: Madrick – aye. Lepage – aye. Taylor – aye. Laurel - concur. None opposed. Motion carries.

6.2 2024-2025 District Improvement Plan (DIP) Progress Report

Documents: 2024-2025 District Improvement Plan – End of year progress; End of year Literacy Goal Update

Dr. Graham presented a progress report on the 2024-2025 District Improvement Plan, including an update on the work accomplished, work unfinished, and next steps for this year’s district goals. The DIP was approved by the School Committee on September 19, 2025.

Goal #1: Improve current literacy intervention systems so that: at least 50% of K-2 students and at least 50% of 3-5 students identified as reading below benchmark in the fall will improve to reading at or above benchmark by the spring; and, at least 80% of students who are not reading at or above benchmark by the end of the year will demonstrate at least one full year’s worth of growth. In addition, conduct a comprehensive literacy curriculum review and develop a comprehensive plan for implementing a substantially revised or new literacy curriculum K-8 for the 2025-26 school year.

Mr. Ford and Mr. Lewis presented information on the Literacy Goal data.

- Mr. Lepage asked what percentage of the students were below benchmark?
 - Dr. Graham added that there was a higher percentage of students at Hanscom who were not at benchmark than Lincoln at the beginning of the year. Mr. Ford added that about 20% of students are below the benchmark. Mr. Lewis noted that each grade level has about 60 students so 20% is about 12-15 students.
 - Mr. Ford added that the district has a full year of data now so we can really dig into what is the right goal for next year. Dr. Graham added that the more we can push data out to principals and coordinators, the better we are able to reflect on how we can improve.
 - 75% of students at Lincoln and 55% at Hanscom who were here all year were at benchmark.
 - Ms. Taylor noted that Foundations is relatively new in Lincoln so the students in grades 3-5

did not have Foundations.

- Ms. Madrick asked if the goals come out of faculty surveys?
 - Dr. Graham replied that he didn't know if it was directly faculty-driven. This was our first attempt at setting a goal like this and we now have more data to inform our decisions.
 - Dr. Berard added that early screeners are the biggest source for flagging students that need additional interventions.
 - Mr. Lewis noted that Foundations is a Tier 1 intervention in instruction.
- Ms. Taylor asked if we are operating from a sturdy baseline?
 - Mr. Lewis noted we established a goal and this is the first year that we have consistent data that we can build upon. As we improve our systems, it will help our students reach their goals and greatest potential.

Goal #2: Review P-8 social-emotional support systems and 6-8 academic intervention systems, and develop recommendations for improvements for the 2025-26 school year. Specifically, conduct an internal audit of current social-emotional, counseling, and mental health team capacity; and, review the 6-8 child study process and intervention structures. Based on reviews, provide improvement recommendations for implementation in 2025-26.

Dr. Berard provided a summary of the CASE Collaborative audit and the work with their consulting team. She noted that we will then analyze results from the audit.

Goal #3: Support school-based efforts to ensure clear and consistent rules and responses around student discipline. To that end, support schools as they review and update the student code of conduct; clarify student behavior data collection practices, and implement consistent practices for data collection across schools; incorporate an explicit AIDE perspective into the review and update process for student codes of conduct; and continue the investment in and training around Responsive Classroom.

Dr. Graham provided an overview of the work being done regarding student discipline and conduct. He noted that there weren't any dramatic changes to our discipline systems and that the district continues to provide training around Responsive Classroom.

- Ms. Taylor asked if just faculty is trained in Responsive Classroom?
 - Dr. Berard responded that it is just faculty but there are ways to integrate the training into the professional development we do with ESPs.
 - There are in-person trainings and online trainings as well as regional trainings. This year's class of new faculty will receive the training in ways that are different from the way existing staff was trained.
 - RC has trainings for teachers who are not core teachers such as specialists.
- Ms. Taylor asked how do we tell this story to the community? And give them a sense of confidence about the work that is being done?
 - Dr. Graham replied that we should push this information through principal communications and the information that I send out.
 - Ms. Madrick noted that the information was made available last year and families did not show up to the sessions. I think this goes both ways.
- Ms. Madrick asked when you gave families the opportunity to miss Spanish(referencing goal #2) to receive intervention support, what were the options? Dr. Graham noted that it was fluid and often students would be integrated back into the Spanish class.
- Ms. Madrick stated that the data meetings were piloted with the middle school grades. Dr. Graham added that EL was doing this with 8th graders and they had positive experiences. Grades 6 7 8 did it during common planning meetings and it was a positive experience.

6.3 Spring Survey Data Report

Documents: Spring 2025 Feedback Survey Report

Director of Educational Operations and Technology Rob Ford presented a report on the results of the feedback received from the student, family and staff surveys that were sent out earlier this spring.

- Survey Overview

- Declining Family Participation
- Survey Content
- Family Participation – Improved but still low
- Overall Student Results
- Generally Stable Student Results
- School Climate Improvements
- Overall Family Results
- Teacher Results 2022-2025
- Satisfaction & Retention 2022-2025
- Key Takeaways
- Next Steps

- Mr. Lepage asked if this is our own survey or if it is developed by an outside company? Mr. Ford replied that it is a blend of locally developed and questions from Panorama, and it was last revised 2 years ago.
- Mr. Lepage asked what we do with this information? Does it just generally inform our goals? Mr. Ford replied that it informs our strategic plan and our goals. Also provides input into decision making and planning processes.
- Mr. Lepage asked if the district would potentially do a focus group for grades 6-8? Mr. Ford stated that we would likely get legitimate responses. When you treat kids like you are interested in what they have to say, they have a lot to say.

6.4 2025-2026 LSF Grants Report and Vote

Documents: Lincoln School Foundation 2025-2026 Grant Cycle

Mr. Lewis reviewed the individual grants and thanked the LSF co-chairs and liaisons. Ms. Madrick noted that SC is voting to accept the money for the grants but does not vote to approve the individual grants. School Committee is asked to vote to accept the grants as listed:

Total Recommended for Approval: \$31,929.80

Proposal Title	Applicant	School/Location	Amount Requested	Amount Recommended
AMLE - District Summit	Torrance Lewis	District	\$895.00	\$895.00
Using Heart Rate to Teach Regulation	Charlotte Fitzgerald	Hanscom K-4	\$443.88	\$443.88
Understanding Our Differences	Shawna Young	Lincoln 5–8	\$1,175.00	\$1,175.00
Reading Pen Pilot	Colette Kuchel	Lincoln K–4 & 5–8	\$1,270.00	\$1,270.00
French Language Games	Karena Hansen	Lincoln 5–8	\$1,100.00	\$1,100.00
Growing Local Skills Conference	Gwen Blumberg	Lincoln K–4 & 5–8	\$2,558.92	\$2,558.92
Poster Maker Machine	Kristin Hall	Lincoln 5–8	\$2,359.00	Not Funded
Kinder-GARDEN	Nicole McDonagh	Lincoln K–4	\$5,130.00	Not Funded
World Drumming	Ryan Ruiz	Hanscom & Lincoln K–4 & 5–8	\$5,742.00	\$5,742.00
Middle School Pickle Ball	David Trant	Lincoln 5–8	\$3,000.00	\$3,000.00
Reading League Conference	Karyn Saxon	Hanscom & Lincoln K–4 & 5–8	\$22,394.00	\$12,000.00

Mosaics Lab	Pam DiBiase	Lincoln 5–8	\$1,675.00	\$1,675.00
Buddy Bench	Marisa DiAmicis	Lincoln K–4	\$2,000.00	Not Funded
Making Student Thinking Visible	Rachel Goldner	Lincoln K–4	\$970.00	\$970.00
Hanscom Tripods	Scott Weiner/Nicole Putnam	Hanscom K–4 & 5–8	\$2,200.00	\$1,100.00

Mr. Lepage moved to accept the LSF Grants as presented. Ms. Taylor seconded.
 Roll call vote: Madrick – aye. Lepage – aye. Taylor – aye. None opposed. Motion carries.
 Ms. Wironon signed off at 7:58

6.4 Vote to Approve the Agreement between the Lincoln School Committee and the Lincoln Administrative Assistants Association – July 1, 2025-June 30, 2028

Documents: none

Superintendent Parry Graham explained that the negotiations with the Administrative Assistants bargaining unit went well this year and the AAs voted to ratify the contract.

Ms. Taylor moved to approve the *Agreement between the Lincoln School Committee and the Lincoln Administrative Assistants Association – July 1, 2025-June 30, 2028*. Mr. Lepage seconded.
 All in favor. None opposed. Motion carries.

7. Superintendent's Report

- Dr. Graham reported that the 8th Grade promotions are planned for the tomorrow evening and the weather looks terrific. He is looking forward to attending the events.

8. Curriculum

- Mr. Lewis explained that he and Dr. Karyn Saxon, LASH Coordinator, made a summer plan to train faculty on the new literacy curriculum. There is a lot that needs to come together but he is excited.
- Mr. Ford added that we are just wrapping the first year of the AI pilot and 87% of teachers said they are saving time and improving student instruction. It's been terrific. Feedback from teachers has been great. Offered his appreciation to the LSF for funding it. We are funded through FY26.

9. Facilities and Financial

9.1 Reporting of Warrants:

Ms. Madrick reviewed and approved the warrants from the following dates:

Date	Teacher Summer	Payroll	AP	Total
6/10/2025		\$ 1,573,274.85	\$ 805,060.03	\$ 2,378,334.88

*This payroll warrant is substantially larger than usual warrants because it included two separate payroll runs i.e., the regular bi-weekly payroll and the teachers balloon payroll

9.2 Tuition Prepayment Discussion, 2nd Reading and Vote

Ms. Madrick began by explaining that the district already knows that there are 2 additional students who will need OOD services. The cost is about \$270,000. The administration is asking for approval to prepay up to \$200,000 in the FY25 budget for the next year's tuition in the event that the Lincoln-side budget has funds remaining.

Paul Blanchfield, Chair of the Finance Committee, joined the meeting to explain that the school has been an excellent steward of the town taxpayer dollars. The Town voted to increase the reserves by about \$800,000 for things like tuitions. The Town is already planning to provide extra funds. It is overly conservative to hold more funds by prepaying tuitions.

- 1 • Mr. Blanchfield explained the process for requesting use of reserve funds.
- 2 • He noted that in the seven years that he has served on FinCom, we have never denied a reserve
- 3 fund transfer. Because everyone is appropriately conservative, we have a substantial amount in
- 4 reserve funds.
- 5 • If the school would like to set a policy about prepaying tuitions every year, then it would be
- 6 more predictable from the town finances planning point of view.
- 7 • The School Committee and Mr. Blanchfield continued discussing the benefits of prepaying and
- 8 how it impacts the financial stewardship of the Town.
- 9 • Mr. Blanchfield thanked SC for inviting him to speak at the meeting.
- 10 • Mr. Lepage concluded by stating that this is the first year SC has approved such a lean budget
- 11 and there are already 2 additional OOD placements. He noted that he would like to continue
- 12 the harmonious relationship with FinCom, but prepaying seems wise given the known
- 13 information.
- 14

15 Ms. Taylor moved to approve prepaying up to \$200,000 in the FY25 budget for next year's tuition in the
 16 event that the Lincoln-side budget has funds remaining at the end of the school year. Ms. Madrick
 17 seconded.

- 18 • Ms. Madrick continued the discussion and stated that SC asked to establish a Special Education
- 19 Stabilization Fund where money would be put aside for special education expenses and would
- 20 roll over every year. SC and the Selects would need to vote on it. Mr. Blanchfield asked SC not
- 21 to do that.
- 22 • Mr. Lepage stated that he feels good about prepaying this year given how tight this year's
- 23 budget is.
- 24 • Overall SC members expressed feeling more comfortable prepaying \$200k because the money is
- 25 available and because next year's budget is a tight budget.
- 26

27 Voting continued: All in favor. None opposed. Motion carries.

28

29 **10. Policy – none**

30

31 **11. Unfinished Business**

32 Ms. Madrick confirmed the summer working session dates of July 17 and August 14. The members confirmed
 33 those dates.

34

35 **12. New Business – none**

36 **13. Approval of Minutes - none**

37 **14. Information Enclosures - none**

38

39 **15. Adjournment**

40 Ms. Madrick moved to adjourn at 8:59 PM. Ms. Taylor seconded.

41 All in favor. None opposed. Motion carries.

42

43 The next School Committee working session is scheduled for Thursday, July 17, 2025.

44

45 Respectfully submitted,

46

47 Amy Pearson
 48 Recording Secretary

49

50 *Approved at School Committee Meeting of ...*

DRAFT
Lincoln Public Schools
Lincoln, Massachusetts

THE LINCOLN SCHOOL COMMITTEE MEETING OF
Thursday, July 17, 2025

Hartwell Multipurpose Room
Hartwell Building, 6 Ballfield Road, Lincoln, MA
6:15 p.m. – Open Working Session

PRESENT: Jacob Lehrhoff, Kenneth Lepage, Matina Madrick, Abbey Salon, Susan Taylor, Parry Graham (Superintendent). ABSENT: Laurel Wironen (Hanscom Education Representative,) Kim Mack (METCO Liaison.)

METCO – Metropolitan Council for Educational Opportunity (Commonwealth of Mass)
IDEA – Inclusion, Diversity, Equity, Anti-Racism Committee (Town of Lincoln)
AIDE – Anti-racism, Inclusion, Diversity Equity (Lincoln Public Schools)
DoDEA – Dept of Defense Education Activity (US Dept of Defense)
MASC = Massachusetts Association of School Committees

Greetings and Call to order

Ms. Madrick, chairperson, called the in-person, working session to order at 6:15 pm. She asked for consensus on a date for an in-person working session in August. The group settled on Wednesday, August 6 at 6 PM.

Chairperson and Member reports:

Ms. Salon reported on the following:

- The Lincoln Select Board's IDEA Committee is planning a community reading of the U.S. Constitution on September 17, Constitution Day, in the school auditorium. She urged members to sign up to read a portion. Ms. Taylor suggested the Committee might sign up to read together.
- Representatives of IDEA hope to schedule time for a discussion at a Committee meeting in fall.

Mr. Lehrhoff and Mr. Lepage reported on the Tri-District Calendar Review Committee:

- Emails calling for closing school on additional religious holidays (particularly Diwali) have been largely from Sudbury residents. Sudbury representatives are moving with an urgency matching the public response from their residents.
- Superintendents of Sudbury Schools and Lincoln Sudbury Regional High School have attended the meetings. Dr. Graham offered to attend, and Mr. Lehrhoff agreed to let him know if his presence is warranted.
- Next step is to call on local faith leaders to explain how their holiday observances relate to the school calendar.
- In fall, the Review Committee plans to survey school families in both towns. Both Mr. Lehrhoff and Mr. Lepage said designing a meaningful survey will be difficult, and it may not be ready before October. The survey will be important for Lincoln, since we have not heard yet from our residents, they said.

- Also in fall, a public hearing on the calendar may precede or follow a decision whether to recommend calendar changes.

Ms. Taylor reported on the following:

- Public Relations: She encouraged everyone to join the Committee greeting table at the LPTO Welcome Back Picnic on Sept 5 or 6.
- Community Center Building Committee: Construction fencing goes up July 18 around the Hartwell pods as the Community Center project begins with a month of abatement of toxic materials before demolition. All are invited to the Ground-breaking Ceremony probably late August. Rehabilitation and fencing of the "Strat's Place" green area is nearly complete.
- Special Town Meeting on June 25 had remarkably high attendance – 935 registered voters on a Wednesday evening. The Committee's message praising the collaboration of town and schools during construction was well-received. Dr. Graham, Angela Wang, Rob Ford and Brandon Kelly all attended the entire meeting. Votes for additional funds for the Community Center construction and for the Nature Link land use project both received more than the necessary 2/3 approval. The citizen petition to change the method of selecting Finance Committee members was overwhelmingly defeated. Dr. Graham added that the issues were very well presented.

Public Comments – none

Consent Agenda:

- Vote to accept a gift of \$13,018.93 from Albion P. Bjork Trust for Lincoln Public Schools – Professional Development Fund
- Vote to accept a Gift of \$250.00 from the Boston Foundation to the Lincoln Public Schools – Lincoln Scholarship Fund

Mr. Lehrhoff moved acceptance of the gifts. Ms. Salon seconded.

Ms. Taylor questioned whether the Committee could accept a gift to the Lincoln Scholarship Fund which is administered separately by the Lincoln Scholarship Committee. She suggested the gift may have been misdirected. She also asked for information on the Professional Development Fund. Dr. Graham said he would find out more.

Vote: Lehrhoff – aye. Lepage – aye. Madrick – aye. Salon – aye. Taylor - opposed. The motion carried 4-1.

Superintendent's Report

Dr. Graham raised three topics with the Committee

- Update on successful negotiations for a new 5-year contract with DoDEA to operate Hanscom School
- Update on the hiring process for the new AIDE Director position
- The 4th Quarter financial report

Hanscom Contract:

Dr. Graham said he officially signed the FY26-30 Hanscom Contract with DoDEA on June 20, 2025. The contract is for "1 plus 4" years; DoDEA affirmatively must take the option for each year of the five-year contract. Part of the pact includes a Performance

1 Work Agreement specifying all the things LPS needs to do to comprehensively run
2 Hanscom School. Dr. Graham said the work agreement is virtually identical to the
3 statement LPS has operated under for the last five years.

4
5 The major change under the new contract, Dr. Graham said, will be the way pricing and
6 invoicing are done. Under the previous contract, each year was given a guaranteed
7 price, and each month LPS paid one-twelfth of that year's total. The new contract calls
8 for per-student pricing in 6 or 7 categories such as Special Education full inclusion, IEP
9 in specialized classrooms, and multiple OOD categories. LPS will report the enrollment
10 in each category, and twice a year in September and January, LPS will verify student
11 eligibility (LPS may invoice only for students from active military families although all
12 students living in base housing are enrolled.) The contract recognizes that LPS must
13 commit to some costs up front even if enrollment goes down later in the year, but it
14 allows LPS to invoice for additional students.

15
16 Dr. Graham cautioned the Committee that since DoDEA will not issue funds until after
17 the verification process is complete, the District may have to draw on the Hanscom
18 Reserve Fund initially and replenish the reserve once DoDEA payment is received. He
19 also pointed out that there is a disconnect between the LPS budget process and
20 DoDEA's invoicing process, since LPS must make budget decisions in December –
21 seven months before the September eligibility review. Dr. Graham said the first year of
22 the contract will be “new territory” and a learning year.

23
24 Committee members had several questions:

25 Ms. Salon asked how the new pricing process might impact our decisions on using the
26 Hanscom Reserve. Dr. Graham suggested the Committee take a very conservative
27 approach to the reserve funds until more is known. He said he anticipated that some
28 FY25 operating funds may be available to reduce the amount the Committee authorized
29 from the reserve to compensate for past miscalculations of Hanscom contributions to
30 the Middlesex County Retirement Systems. He said the need for other draws on the
31 reserve is “likely possible” over the next five years.

32
33 Ms. Salon asked whether DoDEA would decrease payments based on lower enrollment,
34 particularly if students with expensive out-of-district tuitions move away. Dr. Graham
35 said DoDEA is not anticipating adjusting payments down. Mr. Lepage asked if this
36 provision is in the contract. Dr. Graham said he would send each Committee member a
37 copy of the contract and the performance statement.

38
39 Ms. Taylor asked whether DoDEA indicated any changes resulting from recent
40 Presidential Executive Orders. Dr. Graham said DoDEA did ask how LPS plans to
41 address these issues, and he responded in an administrative cover letter that LPS
42 regularly monitors and complies with all state and federal laws. He said that while
43 there have been some changes in procedures on the Air Force Base, these have not
44 impacted the schools.

45
46 AIDE Director:

47 The AIDE Director hiring process will begin with first-round interviews in August to
48 select finalists for the new position, Dr. Graham said. He added that he hopes to
49 identify finalists by mid-August and complete hiring by September. He said he waited

1 until completion of the Hanscom contract before posting the new position. He plans to
2 appoint the initial screening committee to represent administration, faculty, staff and
3 parents. The public may be able to view the interviews of the finalists.

4
5 Ms. Salon volunteered to act as School Committee representative on the screening
6 committee.

7
8 The 4th Quarter Financial Report:

9 Dr. Graham said the report is based on all known purchase orders, but he said he
10 anticipates some money will be left over in the Lincoln budget and returned to the
11 Town's General Fund. The FY25 operating fund did cover some unbudgeted expenses,
12 he said, including fencing the "Strat's Place" green area, some costs of the new website,
13 and purchases of some materials for the new literacy curriculum. At the same time,
14 special education transportation and tuition expenses were much higher than budgeted,
15 underlining the Committee's decision to prepay some tuition for FY26, he said.

16 17 18 SUPERINTENDENT'S ANNUAL GOALS

19 Dr. Graham proposed three goals for his FY26 performance evaluation:

- 20 1.(Student Learning Goal): Oversee the successful implementation of the EL literacy
21 curriculum district-wide, while also supporting the development and attainment
22 of multi-year literacy achievement and growth goals for identified student sub-
23 groups.
- 24 2.(District Improvement Goal): Effectively facilitate the School Committee's
25 negotiation of a successful new collective bargaining agreement with the Lincoln
26 Educators Association.
- 27 3.(Professional Practice Goal): In partnership with the District's new AIDE Director,
28 facilitate the collection of increasingly actionable feedback from students, staff,
29 and families in order to ensure that the district is providing consistently high-
30 quality services and support. To that end, support the successful redesign and
31 implementation of District student, staff, and family survey tools, and the
32 development of a long-term plan to better incorporate feedback into strategic
33 decision-making.

34 Each of the goals included multiple identified indicators of success.

35
36 Mr. Lehrhoff asked if Dr. Graham had considered adding a Human Resources focus to
37 his annual goals. Dr. Graham said the proposed District Improvement Plan for FY26
38 includes an HR goal and a goal for beginning development of a Multi-tiered Systems of
39 Support (MTSS) plan.

40
41 Ms. Taylor voiced support for Dr. Graham's choice to prioritize launching the new
42 AIDE Director role. She asked whether the proposed survey could be linked to student
43 outcomes.

44
45 Dr. Graham left the meeting.

46 47 COMMITTEE SELF EVALUATION

48 Ms. Madrick reviewed Committee members' responses to the questionnaire rating the
49 Committee's effectiveness in key areas as identified by the MASC. She highlighted

1 topics that generated disagreement among members or that were unknown to new
2 members.

3 Topics identified for follow-up included:

- 4 • Participation in educational workshops and conferences.
 - 5 ○ Ms. Madrick and Ms. Taylor recommended members regularly read the
 - 6 Marshall Memo and the DA Daily Newsletter and attend or view
 - 7 recordings of the MASC Learning Lunches.
 - 8 ○ Ms. Madrick also will pursue organizing educational workshops for the
 - 9 Committee on collective bargaining, federal budget cuts and/or AI in
 - 10 schools
- 11 • New member orientation
 - 12 ○ Mr. Lepage will begin creating a formal checklist and process for on-
 - 13 boarding new members. Ms. Salon will add the IDEA Committee
 - 14 framework.
 - 15 ○ Items suggested for inclusion were ways to meet central and building
 - 16 administrators, to visit Hanscom School, to understand the budget
 - 17 process, to gain familiarity with the Longterm Strategic Plan.
 - 18

19 SCHOOL COMMITTEE ANNUAL GOALS

20 Ms. Madrick began discussion of proposed Committee goals for FY26 by reviewing the
21 FY25 goals. She pointed out that last year the Committee goals aligned with the
22 Superintendent's goals.

23
24 The discussion identified the following topics for further consideration:

- 25 • Conducting successful negotiations with Parry Graham for a new
- 26 Superintendent contract
- 27 • Working with Dr. Graham to secure a favorable successor agreement with the
- 28 Lincoln Educators' Association
- 29 • Completing policy and procedure review
- 30 • Formalizing a process for public relations
- 31 • Formalizing new members' orientation process
- 32 • Continuing to press the administration for an actionable year-to-year report of
- 33 student achievement data
- 34

35 ADJOURNMENT:

36 Ms. Madrick made the motion to adjourn at 9:11 PM. Ms. Taylor seconded. All
37 approved. None opposed. The motion passed.

38
39 Respectfully submitted on July 24, 2025,

40
41 Susan Hands Taylor, committee member