

June 1, 2023

To Sarah Chester, Community Center Building Committee Chair,

The LPS School Committee wishes to outline our expectations as the Community Center Building Committee (“CCBC”) and ICON Architects develop proposals for building and renovating part of the Ballfield Road campus. The School Committee supports the use of school facilities by community groups, and believes that such use enriches the quality of life in Lincoln for everyone - students and adults alike. Such use cannot significantly interfere with school programs, which always have first priority. See, [LPS School Committee Policy KFB, Use of School Buildings](#).

As School Committee members, we are bound by a code of ethics which states that: “A School Committee member in their relations with their community should:

1. Realize that their primary responsibility is to the children.
2. Recognize that their basic function is to be policy making and not administrative...”

See, [LPS School Committee Policy BCA, School Committee Member Ethics](#)

The School Committee appreciates our collaborative relationship with our current Ballfield Road neighbor, the Town’s Parks and Recreation Department (PRD), and we anticipate benefits of bringing Human Services and Council on Aging resources on campus.

At the same time, the School Committee’s primary concern must be for the safe and smooth operation of Lincoln’s Preschool through Grade 8 education, extended-day and summer programs. The School Committee’s policies guide us to take precautions to protect the safety of all students, employees, visitors, and others present on school property, and we have charged the Superintendent (and through them the district’s administration and staff) with overall responsibility for the safety program of the school system.

See, [LPS School Committee Policy EB, Safety Program](#)

We are aware that the school administration has created a list of school needs to align with the proposed community center. The safety needs outlined include:

- Pedestrian/bike safety
- Effective traffic flow patterns during high congestion periods (perhaps having school scheduling priority during these times)
- Security/Surveillance
- Adequate lighting

- Appropriate traffic and directional signage

Although it is quite likely you are already considering these issues, we ask the CCBC to put the utmost weight on all safety and security requests as critical components to the successful approval of this project, and include a statement/recommendation around how the final designs address the safety concerns outlined above.

The School Committee supports the process that CCBC and ICON Architects are undertaking, and appreciate their efforts to include citizen concerns in the planning process, as well as ours.

Sincerely,

John MacLachlan  
School Committee Chair