

1 MINUTES OF THE LINCOLN SCHOOL COMMITTEE
2 THURSDAY, APRIL 1, 2021
3 REMOTE MEETING VIA ZOOM
4 OPEN SESSION
5

6 Present: Tara Mitchell (Chairperson), Trintje Gnazzo, Adam Hogue, John MacLachlan, Susan
7 Taylor
8

9 Also Present: Becky McFall (Superintendent), Jessica Rose (Assistant Superintendent), Buckner
10 Creel (Administrator for Business and Finance), Robert Ford (Director of Technology).
11

12 Absent: Kim Mack (METCO Representative), Laurel Wironen (Hanscom Educational Liaison),
13 Mary Emmons (Administrator for Student Services)
14

15 LPS – Lincoln Public Schools District
16 SC – School Committee
17 COVID-19 – Coronavirus Disease 2019
18 DESE – Massachusetts Department of Early and Secondary Education
19 METCO - Metropolitan Council for Educational Opportunity
20 AIDE – Anti-racist Inclusion Diversity Equity
21 SEL – Social Emotional Learning
22 LAAG – Lincoln Public Schools AIDE Advisory Group
23 WIDE – Welcome, Inclusion, Diversity, Equality
24

25 **1. Greetings and Call to Order**

26 Ms. Mitchell, Chairperson, called the open session to order at 7:03 PM via remote participation.
27 *Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open*
28 *Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on*
29 *the number of people that may gather in one place, this meeting of the School Committee will be*
30 *conducted via remote participation to the greatest extent possible.*
31

32 **2. Chairperson's and Members' Reports**

33 Ms. Mitchell reported on the following:

- 34 ● (on behalf of Ms. Wironen) Col. Katrina C. Stephens, Hanscom Air Force Base Commander,
35 joined the HMS 7th graders to hear about their "Agents of Change" projects and discussed with
36 them ways to navigate the necessary channels to make their action plans come to life.
- 37 ● Hanscom Middle School Eighth grade students Morgan Gibson and Sophia Hrad will be
38 advancing to the national level competition for National History Day representing the state of
39 MA in the junior group documentary category.
- 40 ● Hanscom kicked off the Month of the Military Child with a car parade through base housing.
41 Hanscom Primary and Hanscom Middle Schools will be having celebrations throughout the
42 month of April to celebrate our military connected students.
43
- 44 ● (on behalf of Ms. Mack) She thanked those who attended and participated in the March 19
45 Diversity & Dialogue series hosted by the Lincoln METCO Parent Board, PTO, and MCC. The
46 webinar was called Missed Opportunities for Intersectionality: Building Solidarity to Move
47 Forward. She thanked guest speakers Claudia Fox Tree and Mark Liddell for leading
48 discussions on discrimination, lack of representation, incarceration, and police violence. She
49 added that the event was well attended and well received.
50

51 Ms. Mitchell reported that she and Dr. Rose viewed the HMS's Agents of Change projects and were very
52 impressed with the student's work. She also thanked Dr. McFall for organizing the first meeting

1 regarding the idea of composting at the schools. She thanked all of the community members who
2 participated.

3
4 Ms. Gnazzo reported on the following:

- 5 ● Community member, Joanna Schmergel, has resumed METCO fundraising after halting due to
6 pandemic restrictions. She noted that Ms. Schmergel does an amazing job with fundraising and
7 anyone interested in donating should contact her.
- 8 ● School Committee continues its AIDE work. Committee members completed the third of three
9 planned workshops but plan to continue the important work.
- 10 ● The school LAAG work also continues with community and connection building. She thanked
11 Dr. Rose and METCO Director Marika Hamilton for all of the work they have done and for
12 spearheading the district efforts.

13
14 Ms. Taylor reported on the following:

- 15 ● Ms. Taylor, Ms. Mitchell, and Ms. Gnazzo attended the WIDE community group meeting on
16 awareness training. The meeting was facilitated by Kathy Lopes who did a terrific job.
- 17 ● More than 400 people voted in the Town election. However, there was low voting for Lincoln-
18 Sudbury and Lincoln School Committee positions.

19
20 **3. Public Comments - none**

21
22 **4. Consent Agenda - none**

23
24 **5. Superintendent's Report**

25 **Documents: Spring 2021 Survey Results**

26 Dr. McFall presented slides on the survey results regarding students moving from remote learning to in-
27 person learning as well as bus transportation. She added that the district met the DESE requirements
28 for in-person learning back in September. She also noted that while the option for remote learning is
29 still on the table for the remainder of the school year, in September it will no longer be an option unless
30 the individual has a documented medical reason.

31
32 Dr. McFall highlighted the following next steps for preparing for a greater number of students to return
33 to in-person learning this spring:

- 34 ● Principals are working with faculty to finalize cohort assignments.
- 35 ● Principals will communicate with families shifting to in-person.
- 36 ● Families are invited to join pooled testing.
- 37 ● Principals will communicate with the families in cohorts that are changing.
- 38 ● In some cases, the distance between students in classrooms will be reduced.
- 39 ● Teachers are also reaching out to students shifting to in-person.
- 40 ● There will be more information going out about those participating in the lunch program.
- 41 ● New bus riders will be contacted.

42
43 Ms. Taylor: What is the effect on the remaining remote cohorts if a large number of students return to in-
44 person learning? Has it been decided that no remote option will be offered in September?

45
46 Dr. McFall: The principals are looking into that now and deciding if some remote cohorts will need to be
47 collapsed. They are looking at the best options for students and how to utilize some faculty /staff in
48 different ways. She reminded everyone that DESE Commissioner Jeffrey C. Riley asked for authority to
49 determine when remote learning is no longer an option. At this time, there is no remote option being
50 offered next fall unless there is a documented medical need. She noted that having the remote option
51 will be tricky for the district if there is a very small group of students who need to remain remote.

1 Another avenue would be to apply to the state to create a virtual school, but it is a lengthy process and
2 the district would need the numbers to make that viable.

3
4 Dr. McFall also reported that the state is extending the pooled testing program. It was originally slated
5 to end on 4/18. The state will pay for the program if the school selects a prequalified lab but if another
6 outside lab is chosen, the state will not pay. She added that LPS will need to reapply. She expects the
7 prequalified list of vendors to come out before April break. If the district needs to switch vendors, new
8 consent forms will need to be sent out.

9 10 **6. Curriculum**

11 **Documents: None**

12 Dr. Rose congratulated HMS students, Morgan Gibson and Sophie Hrad, for moving on to the National
13 History Day finals with their documentary *Ida Wells: Princess of the Press*. She thanked HMS teachers,
14 Jason Peledge and Catherine Martus, for all of the work they did with the students this year.

15
16 Dr. Rose reported on the following:

- 17 ● The deadline for summer work is this Sunday. She is looking forward to a number of exciting
18 proposals and will be meeting with the faculty groups to hone the details. Summer work will be
19 focused on AIDE, Deeper Learning, and SEL. She will report back in the coming weeks on the
20 specific projects that are chosen.
- 21 ● Information came out today from DESE that there will be adjustments to MCAS testing this year.
22 They are going to allow a remote option for our families. More details will be provided in the
23 coming weeks.

24 25 **7.0 Time Scheduled Appointments**

26 **7.1 Re-establish School Committee Leadership**

27 **Documents: None**

28 Ms. Mitchell welcomed newly elected School Committee member, John MacLachlan. She reported that
29 based on the Town election held on Monday, School Committee needs to re-establish the roles of School
30 Committee chair and vice chair.

31
32 Ms. Gnazzo nominated Ms. Mitchell for chair. Mr. Hogue seconded. Ms. Mitchell accepted.

33
34 Ms. Gnazzo motioned to appoint Ms. Mitchell as School Committee chair for the 2021-2022 school year.
35 Ms. Taylor seconded.

36 Roll call vote: Gnazzo – yes. Hogue – yes. MacLachlan – yes. Taylor – yes. Mitchell – abstain.

37
38 Ms. Mitchell appointed Ms. Gnazzo as vice chair. Ms. Gnazzo accepted.

39 **7.2 School Committee Open Meeting Law/Subcommittee Assignments/School Committee** 40 **Orientation Plan**

41 **Documents: School Committee New Member Checklist; School Committee Liaison Roles and** 42 **Subcommittee Assignments; School Committee AIDE Work**

43 Ms. Mitchell thanked all of the committee members for all of the subcommittee roles they take on.

44
45 She reviewed the School Committee Google Drive Outline and thanked Mr. Ford for his help setting it
46 up. She added that the Drive is still a work in process and the goal is to be able to upload information
47 that all can share and for it to be a point of reference for all members to utilize. She also noted that it
48 will be a place to gather and share information on all of the SC AIDE work.

49
50 Ms. Mitchell asked the members if they were interested in receiving emails sent to SC from community
51 members. Ms. Mitchell will respond on behalf of the Committee but all members will be able to see the
52 emails. All members agreed to continue the process where all members receive emails and Ms. Mitchell
53 responds.

1
2 Ms. Mitchell added that Town Clerk Valerie Fox sent out information on Open Meeting Law and ethics
3 training. She added that SC members can contact Ms. Fox with any questions.
4

5 **7.3 Guidance on Graduation/Establish Graduation Dates for Hanscom Middle School and Lincoln**
6 **School 5 – 8**

7 **Documents: DESE Graduation Guidance**

8 Dr. McFall reported that the schools are requesting to hold the Hanscom graduation on June 16 and the
9 Lincoln graduation on June 17. Hanscom is planning an event that is similar to last year's car parade.
10 Hanscom 8th grade families drive through the housing area ending at the Middle School where Mr.
11 Ledebuhr hands each student their certificate.
12

13 Lincoln is discussing the possibility of holding their ceremony outside at Pierce Park. They will have
14 more information in the coming weeks. The schools will follow the DESE guidelines.
15

16 Ms. Mitchell moved to approve the HMS celebration on June 16 and the Lincoln Middle School
17 celebration on June 17. Ms. Gnazzo seconded.

18 Roll call vote: Gnazzo – yes. Hogue – yes. MacLachlan – yes. Taylor – yes. Mitchell – yes.
19

20 Ms. Gnazzo thanked Mr. Ledebuhr and Dr. Hobbs for all the work they do for these events, especially
21 this year and last during the pandemic.
22

23 **7.5 Budget Review and Approval**

24 **Documents: FY2022 Proposed Budgets, Budget Review and Vote – April 1, 2021**

25 Mr. Creel presented the FY2022 Proposed Budgets slides. The following information was presented:

- 26 ● Three budget models are being presented: Lincoln Traditional model within FinCom guidance of
27 a 2.5% increase, COVID model not within the 2.5%, Hanscom allocation budget calculated at the
28 contracted prices.
- 29 ● Gap amount between the COVID model and 2.5% guidance is \$444,457
- 30 ● Town and School COVID grant money and prepurchase of PPE, etc. helped offset increased
31 COVID expenses in FY21
- 32 ● Known unknowns for FY22

33 Mr. Creel reviewed the following next steps:

- 34 ● SC votes to approve the FY22 Traditional Model request
- 35 ● Administration refines FY22 COVID model plans over the next month
- 36 ● FinCom proposes FY22 Reserve Fund with an additional \$263, 281 for school COVID expenses
- 37 ● Schools potentially operate with some negative account
- 38 ● FinCom and Administration true-up accounts in March/ April 2022
39

40 Ms. Mitchell: What accounts would potentially run a negative balance?

41 Mr. Creel: It could be the accounts for salaries and professional support. Because we have bottom-line
42 authority we could be looking at using money from other accounts to offset some overages then we
43 would know in the spring how much of a reserve fund transfer we would need.
44

45 Ms. Gnazzo: What other pre-paid options are we potentially looking at?

46 Dr. McFall: School districts can prepay certain special education or collaborative costs. The funds could
47 be used in terms of offsetting COVID costs but the administration would first use it as the safety net for
48 unexpected special education funds.
49

50 Ms. Mitchell moved to approve the FY22 Lincoln Base Budget amount of \$12,347,239 which is within the
51 2.5% and will be presented at the Town Meeting in May. Ms. Taylor seconded.

52 Roll call vote: Gnazzo – yes. Hogue – yes. MacLachlan – yes. Taylor – yes. Mitchell – yes.

1
2 **7.5 Library Representative Report**

3 **Documents: Lincoln Public Library Children’s Room Support of LPS 2020-21**

4 Lincoln Library Board Member, Lucy Maulsby, presented a report on Library programming in support
5 of the Lincoln Schools. She noted that the COVID-19 pandemic presented many challenges for the
6 Library. She highlighted the ways in which the Lincoln Library coordinated with the administrators to
7 help support at-home learning, summer reading opportunities, virtual programming, and other
8 resources.

9
10 Committee members thanked Ms. Maulsby for her report and expressed great appreciation for the
11 collaborative work that has been done this year.

12
13 **7.6 Update on Lincoln School Project**

14 **Documents: None**

15 Mr. Creel reported that Consigli is doing earthwork in the Brooks School parking lot in preparation for
16 the first layer of paving scheduled for April break. Consigli plans to shift the fencing to the Smith
17 parking lot and open up the Brooks parking lot as soon as the teachers are done in June. The move into
18 the newly renovated building will occur in early July. There will be changes in the way the campus is
19 working but the expectation is to keep the circle open for bus transportation.

20
21 Dr. McFall reported that the school has done some of the purchasing of FFE, including the first round of
22 classroom tables and chairs. She also reported that the school purchased some furniture from EDCO for
23 some related services offices that were not on the FFE budget, including furniture for the facilities and
24 technology suite. The furniture will look great and was purchased at very low prices.

25
26 Dr. McFall reminded everyone that the SBC Outreach Subcommittee posts pictures of the building
27 project weekly at www.lincolnsbc.org.

28
29
30 **Report Only: Annual Update on the Food Service Program**

31 Cathleen Higgins, Food Services Director, provided a report on the food services happening at both
32 campuses. Ms. Mitchell thanked Ms. Higgins for the extensive report and all of the work that goes into
33 providing healthy lunches to all students. She additionally thanked Ms. Higgins and her staff for all
34 they did to provide lunches to remote students.

35
36 **8. Facilities and Financial**

37 **8.1 Reporting of Warrants**

38 Ms. Taylor reviewed and approved the warrants:

39 Payroll = \$823,472.26 A/P = \$4,314,410.51 Total = \$5,137,882.77

40
41 **9. Policy - None**

42
43 **10. Unfinished Business**

44 **10.1 Communications**

45 Ms. Mitchell reported that the tri-district legislative forum will be held on Wednesday, April 28th.
46 Additional information will be sent out.

47
48 **11. New Business**

49 **11.1 Communications.**

50 Ms. Taylor proposed the idea of sending a printed newsletter to Town residents highlighting the work
51 that is being done in the schools during the pandemic as well as the AIDE work that is being done in the
52 district and the Town. She added that everyone could contribute and she would be happy to begin
53 putting some things together.

1
2 Ms. Mitchell agreed and noted that it would be a nice way to celebrate all of the hard work that went
3 into keeping the schools open throughout the entire year.
4

5 Ms. Taylor added that Town Administrator, Tim Higgins, has mentioned that many of the Town
6 committees are hoping to keep meetings virtual. She suggested putting the topic on a School
7 Committee workshop agenda.
8

9 Ms. Mitchell added that it is something that School Committee will have to consider. The Committee is
10 still under the Governor's order from last year. There are some advantages to being virtual but
11 members will need to think about it in the coming months.
12

13 **12. Approval of Minutes**

14 **12.1 Approval of Draft Minutes of the March 4, 2021 School Committee Meeting**

15 **12.2 Approval of Draft Minutes of the February 11, 2021 School Committee Meeting**
16

17 Ms. Mitchell moved to approve the minutes of March 4, 2021 and February 11, 2021 as revised. Ms.
18 Taylor seconded.

19 Roll call vote: Gnazzo – yes. Hogue – yes. MacLachlan – yes. Taylor – yes. Mitchell – yes.
20

21 **13. Information Enclosures - none**
22

23 **14. Adjournment**

24 Ms. Mitchell moved to adjourn at 9:15 PM. Ms. Gnazzo seconded.

25 Roll call vote: Gnazzo – yes. Hogue – yes. MacLachlan – yes. Taylor – yes. Mitchell – yes.
26

27 The next School Committee meeting is scheduled for Thursday, April 15, 2021 at 7:00 PM.
28

29 Respectfully submitted,
30

31 Amy Pearson
32 Recording Secretary
33

34 *Approved at School Committee meeting of*
35