



**LINCOLN PUBLIC SCHOOLS**  
**DISTRICT GOALS 2009-2010**  
**WORK PLAN**

Goal Category	Facilities, Operations, Health and Safety		
<b>Aspirational Goal</b>	The district strives to provide students with programs, resources, and facilities that support and enhance high-quality public education programs.		
<b>Operational Goal</b>	The district will maintain clean, accessible and safe facilities, plan appropriately for future building needs, complete operational audits, implement recommendations for improvement of “operational systems” which support teaching and learning and prepare proposals for necessary funding.		
<b>Facilities</b>			
Goals	Benchmark Events	Timeline	Resources and Key Personnel
Develop response to the Massachusetts School Building Authority’s (MSBA) determination on the Lincoln School’s Statement of Interest (SOI)	<ul style="list-style-type: none"> <li>Assess results of actions taken by MSBA on FY09 SOI submittals statewide <i>completed and on-going</i></li> </ul>	September, 2009	M. Brandmeyer, B. Creel
	<ul style="list-style-type: none"> <li>Recommend course of action for SC vote <i>completed</i></li> </ul>	October, 2009	M. Brandmeyer, B. Creel
Continue efforts to work with the DOD/DDESS to improve Hanscom school facilities.	<ul style="list-style-type: none"> <li>Consult with DDESS Facilities to determine next steps for facilities improvement projects and assess probabilities <i>underway and on-going</i></li> </ul>	November, 2009	M. Brandmeyer, B. Creel
	<ul style="list-style-type: none"> <li>Prepare alternative approaches and strategies for improving facilities <i>on-going</i></li> </ul>	December, 2009 – January 2010	M. Brandmeyer, B. Creel, R. Davis, E. Ledebuhr
	<ul style="list-style-type: none"> <li>Status report on plan/progress</li> </ul>	February, 2010	M. Brandmeyer, B. Creel
Develop capital project proposal for consideration by School Committee and Capital Planning Committee (CPC) for FY11 and beyond	<ul style="list-style-type: none"> <li>Recommend capital projects for SC review <i>completed</i></li> </ul>	September, 2009	B. Creel, M. Haines
	<ul style="list-style-type: none"> <li>Present CPC proposal for SC vote <i>completed</i></li> </ul>	October, 2009	M. Brandmeyer, B. Creel
	<ul style="list-style-type: none"> <li>Respond to CPC determination by preparing plans for execution</li> </ul>	March, 2010	B. Creel, M. Haines
	<ul style="list-style-type: none"> <li>Recommend Hanscom capital projects for SC review and approval <i>underway</i></li> </ul>	January, 2010	B. Creel
Manage facilities assets in accordance with School	<ul style="list-style-type: none"> <li>Negotiate one-year extension to Hartwell lease <i>completed</i></li> </ul>	September, 2009	R. Orgel, B. Creel

Committee guidance	• Participate in the Hartwell Space Working Group <i>completed</i>	October-November, 2009	J. Glass, B. Creel
	• Manage process for continued lease or RFP to re-compete lease of Hartwell space <i>underway</i>	January-March, 2010	B. Creel
<b>Budget and Operations</b>			
<b>Goals</b>	<b>Benchmark Events</b>	<b>Timeline</b>	<b>Resources and Key Personnel</b>
Develop FY11 Budget that aligns with and supports district priorities	• Prepare Preliminary Budget for School Committee review <i>completed</i>	October, 2009	Administrative Council
	• Present Base Budget for School Committee vote <i>completed</i>	December, 2009	M. Brandmeyer, B. Creel
	• Present Preferred Budget for School Committee vote – pending Finance Committee Guidelines <i>completed</i>	January, 2010	M. Brandmeyer, B. Creel
Implement Action Plan for Food Service Program	• Implement Nutrakids Point of Sale system <i>completed</i>	September – October, 2009	B. Creel, C. Higgins, Cafeteria staff
	• Implement Food Service Review recommendations <i>underway and on-going</i>	September – May, 2010	B. Creel, C. Higgins, Principals, Cafeteria staff
	• Report on Food Service program changes	March, 2010	B. Creel, C. Higgins
Negotiate successor agreements with Custodian’s union	• Negotiate agreement with union leadership <i>completed</i>	July-October, 2009	T. Sanders, B. Creel
	• Present agreement for ratification by School Committee <i>completed</i>	October, 2009	T. Sanders, B. Creel
Monitor ARRA, stimulus and competitive grants for opportunities to enhance district programs.	• Develop strategy to use ARRA stimulus money allocated by DESE <i>completed</i>	October-November, 2009	M. Brandmeyer, M. Sterling, B. Creel, S. Powers
	• Explore opportunities for additional funding through competitive grants <i>no new opportunities</i>	October, 2009 – May 2010	M. Brandmeyer, M. Sterling, B. Creel, S. Powers
Conduct bid process to select Hanscom snow removal contractor	• Prepare documents and solicit bids <i>completed</i>	August – September, 2009	B. Creel
	• Request School Committee approval to award contract <i>completed</i>	October, 2009	B. Creel

## Health and Safety

Goals	Benchmark Events	Timeline	Resources and Key Personnel
The district's Health Advisory Council will provide direction and recommendations regarding implementation of the Wellness Policy	<ul style="list-style-type: none"> <li>Report on the implementation of the Wellness Policy</li> </ul>	November, 2009	S. Powers, Health Advisory Committee
Respond to the requirement of the Department of Public Health for Pandemic Flu Planning	<ul style="list-style-type: none"> <li>Plan for flu outbreaks through a District task force <i>completed</i></li> </ul>	July, 2009 – May, 2010	M. Brandmeyer, B. Creel, M. Richichi, E. Dirrane
	<ul style="list-style-type: none"> <li>Provide periodic updates to School Committee <i>not necessary</i></li> </ul>	September, 2009 – May, 2010	M. Brandmeyer
<b>Mid-year Status Report</b>	<p><i>This workplan was front-loaded with operational activities and benchmarks that required attention during the first half of the school year, budget development, contract negotiations and facilities planning. In total there were 27 benchmark events, with 21 requiring early action. 95% of the scheduled activities are either completed or significantly underway and continuing. Several remain and will be addressed during the second semester.</i></p> <p><i>Two events were anticipated but did not require the effort anticipated. Preparations for pandemic flu were completed this fall, vaccination clinics were scheduled and used and communications were frequent early in the fall. Since the flu did not reach the level of severity originally anticipated, no further action was necessary. The district had hoped that grant opportunities might be available as a result of federal stimulus funds. These did not materialize, however the district is poised to participate in the federal Race to the Top grant, should Massachusetts win an award and the program continues to align with district initiatives.</i></p> <p><i>School facility issues with MSBA and the DoD/DODEA will require on-going attention.</i></p>		
<b>End of year Status Report</b>			