

Lincoln-Sudbury Safety Review Committee
DRAFT UNAPPROVED
Meeting Minutes of June 28, 2007
Meeting held in Conference Room B, L-S

Members present: Sarah Cannon Holden, Tim Garvin, John Ollquist, Barbara Pedulla, Scott Carpenter, Hal Chapel, Sheila Calkins, Dennis Picker

Alternates present:

Absent: Mark Collins, Claire Daly, Tucker Krone, Ron Nix, Tom DeNormandie, Gary Taylor, Eric Harris, Karen Thomsen, Bill Keller, Bill Ray, and Alexandra Sliwowski.

3 members of the public were present.

Dennis Picker called the meeting to order at 6:10 pm. Tim Garvin served as a voting member, filling in for Ron Nix.

Discussion of drafts for preliminary report:

The Committee continued its discussion of the previous night of the draft of the “Prevention of School Violence/Threat Assessment” section of the preliminary report. It made further changes.

Tim Garvin moved that the Committee approve the recommendation “that the school implement some form of ongoing training and dialog with the faculty and staff regarding the value, with respect to safety, of recording behavioral data and gathering it in one place, as well as education regarding what types of behavior should be reported” in the “Prevention of School Violence/Threat Assessment” section. Hal Chapel seconded. The motion was approved with 8 votes for, 0 against, and 0 abstain. Dennis Picker noted that 8 voting members constituted a quorum.

Tim Garvin moved that the Committee approve the recommendation “that the school continue to explore ways to extend both the capabilities and the use of iPASS” in the “Prevention of School Violence/Threat Assessment” section. Barbara Pedulla seconded. The motion was approved with 8 votes for, 0 against, and 0 abstain.

Tim Garvin moved that the Committee approve the recommendation “that there be an exploration of ways to improve the ability to collect and analyze behavioral data, of ways to improve the tracking and analysis of follow-up actions, and of ways to analyze the effectiveness of the data collection and analysis efforts in providing a safe school climate” in the “Prevention of School Violence/Threat Assessment” section.. John Ollquist seconded. The motion was approved with 8 votes for, 0 against, and 0 abstain.

Tim Garvin moved that the Committee approve the recommendation “ that efforts to encourage students to report, risky behavior, serious problems or dangerous plans on the part of their peers be continued and expanded” in the “Prevention of School

Violence/Threat Assessment” section. Sheila Calkins seconded. The motion was approved with 8 votes for, 0 against, and 0 abstain.

Sheila Calkins moved that the Committee approve the recommendation “that the L-S school committee, administration and faculty consider the methods related to threat assessments and threat investigations, as described in *the Guide*, and decide whether to include any that are not a part of present procedures” in the “Prevention of School Violence/Threat Assessment” section. Scott Carpenter seconded. The motion was approved with 8 votes for, 0 against, and 0 abstain.

Hal Chapel moved that the Committee approve the “Prevention of School Violence/Threat Assessment” section as edited. Scott Carpenter seconded. The motion was approved with 8 votes for, 0 against, and 0 abstain.

The Committee then continued its discussion of the previous night of the draft of the “CASE” section of the preliminary report. After discussion, the Committee decided that the name to be used for this section would be “Collaborative Program Enrollments at L-S.” It noted that it already voted on and approved at the 6/27/07 meeting one recommendation in that section. It made further changes to the draft of the section.

Tim Garvin moved that the Committee approve the “Collaborative Program Enrollments at L-S” section as edited. Hal Chapel seconded. The motion was approved with 8 votes for, 0 against, and 0 abstain.

The Committee discussed and made changes to the draft of the “Conclusion” section of the preliminary report.

Tim Garvin moved that the Committee approve the “Conclusion” section as edited. Hal Chapel seconded. The motion was approved with 8 votes for, 0 against, and 0 abstain.

The Committee agreed that Ron Nix would do a final edit on the full report to put typographic emphasis on recommendations so that they would stand out and to make global changes to make references to documents, dates, surveys, etc. consistent.

Barbara Pedulla suggested that the Committee include some additional documents as appendices to the Preliminary Report. After discussion, the committee agreed to include, as Appendix A, the “REPORT OF THE SUB-COMMITTEE ON STUDENT/STAFF FOCUS GROUP INPUT” dated June 7, 2007, and submitted to the committee by the chair of that subcommittee, John Ollquist.

Discussion of Next Steps:

The Committee agreed to publish the preliminary report on its web pages and to provide hard copies of the report at the Lincoln, Sudbury, and L-S libraries.

At Barbara Pedulla's suggestion, the Committee discussed what would be appropriate guidelines for members to follow at this point when asked to comment about the committee's work. The group agreed that it was entirely appropriate for individual members to make whatever comments they wished as individual members of the committee, but to always note that they are speaking only as an individual member and to remind people that the Preliminary Report represents the sense of the Committee.

The Committee reviewed and discussed a draft letter to the community which announces the availability of the preliminary report, invites comments on the report from the community, the school staff and the School Committee, and encourages people to watch the video recording of Dr. Pollack's presentation on 6/13/07. The letter also explains that next steps will be discussed at a public meeting in the fall with the L-S School Committee.

The letter will be sent to the Lincoln and Sudbury local papers, to the Boston Globe West section, to the LSPO parent forum list, and will also be published on the Committee's web pages.

John Ollquist moved that the Committee adopt the letter as edited. Sarah Cannon Holden seconded. The motion passed.

Review and approve minutes:

Sarah Cannon Holden moved that the Committee approve the minutes of 6/13/07 as amended. Tim Garvin seconded. Motion carried.

Sarah Cannon Holden moved that the Committee approve the minutes of 6/20/07 as amended. Hal Chapel seconded. Motion carried.

Sarah Cannon Holden moved that the Committee approve the minutes of 6/26/07 as amended. Tim Chapel seconded. Motion carried.

Hal Chapel moved that the Committee approve the minutes of 6/27/07 as amended. John Ollquist seconded. Motion carried.

Tim Garvin moved that the Committee post the draft unapproved minutes of 6/28/07 on its web pages when they become available. Sheila Calkins seconded. Motion carried.

The Committee expressed its appreciation to Carolyn Weaver for taking minutes at most of the meetings. Her minutes were accurate and detailed accounts of complex discussions.

Adjourn: Tim Garvin made a **motion** to adjourn. Barbara Pedulla seconded the motion. The motion was **approved**. The meeting adjourned at 9:15 pm.