

**LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT COMMITTEE
MINUTES**

Tuesday, October 23, 2012

7:30 p.m. Public Session

Conference Room B

Present: Nancy Marshall, Chair, Radha Gargeya, Vice-Chair, Patty Mostue, Kevin Matthews and Elena Kleifges.

ABSENT: Gerald Quirk

Also Present: Scott Carpenter, Superintendent/Principal; Michael Connelly, Director of Finance & Operations; Lisa Weiss, Math Teacher/TA President; Julia Thomas and Charlotte Balogh, Student Senate Representatives; Elizabeth Darley, LSPO; Nancy Errico, Education Technology Coordinator (Instructional Technology Specialist); Nancy O'Neil, Athletic Director; Jeff Dade and Sue Pardus, Friends of Girls' Softball; Jim Rao, Sudbury FINCOM; Bob Jacobson, Sudbury FINCOM; Doug Koehn, Sudbury FINCOM; Ted Fedynyshyn, Sudbury CIPC.

Agenda Enclosures/Handouts

Unapproved Minutes for October 2, 2012

Unapproved Minutes for October 9, 2012

Call to Order

Nancy Marshall called the Public Meeting to order at 7:34 p.m.

Welcome

Nancy Marshall called for a motion to approve minutes for October 2, 2012. Radha Gargeya made a motion to approve the minutes and Patty Mostue seconded the motion. A motion was called to approve minutes of October 9, 2012. Kevin Matthews moved to accept the minutes and Elena Kleifges seconded the motion. The minutes for October 2 and October 9, 2012 were unanimously approved.

Presentation

Nancy Errico, Education Technology Coordinator and Instructional Technology Specialist, presented an education technology overview. The focus of education technology at Lincoln-Sudbury is to bring 21st century skills of global awareness; financial, economic, business and entrepreneurial literacy, and civic literacy to students. Computing devices are integral to teaching. The state of Massachusetts has required that schools have a technology plan since 1996. At that time LS had 300 computers, 20 printers, 1 network administrator, 1 computer technician, and a 0.25 database manager (Seth Weiss/IPASS). Since moving into the new building in 2004, LS has 1200 computers, 1800+ users, 165 laptops, 11 mobile labs, and 24 computers in the library that represents a 300% increase in hardware, 500% increase in users, but 0% increase in staff. LS is currently operating without a budget for replenishing our technology system.

Students today are digital natives and LS has always been a BYOD (bring your own device) environment. There has been an exponential increase in devices used within the building. In a sampled 24-hour period, 2441 unique devices have accessed our internet system.

The increased use of technology in everyday life at LS means that ongoing professional development for staff is of utmost importance and adds another layer to the teaching job including the virtual component of teachers being accessible 24/7. Counselors are teaching students to use Naviance for college applications. The English and History Departments are teaching students research skills, how to use wikis, blogs and journals when executing classroom assignments. The Math Department teaches 12-15 courses which rely completely on computers for every class meeting. The FATA Department teaches courses in media, film, digital photography, and songwriting that require computer use.

Since 2010, LS staff and students have been experiencing difficulty in getting on the system because our servers can't handle the volume of users accessing it. Despite adding some base stations, the productivity of staff and students has been impacted.

Nancy Errico stated that our immediate needs are for a new WIFI network infrastructure, new students servers, an administrative server,

a password server, additional student desktops, and teacher laptops. For the future, cloud solutions should be investigated as well as increased bandwidth and professional development for teachers. Dedicated funds should be available annually to the technology department.

Informal Estimates –	Network/Wifi	500K
	Servers	19K
	Special Ed students	30K
	Mobil Labs (3)	45K
	Applied Tech	26K
	Fac. Laptop yr 1	20K
	TOTAL	640K

Although the price tag is high, Nancy Errico reminded the School Committee that little has been spent on technology in the 9 years since the current system was installed. She pointed out that student use of their own devices was helpful to the educational process in many ways. We need to help students capitalize on new style of learning and using wisely the information that technology provides. Nancy also pointed out that in 2014 teachers will have to do online assessments and testing.

Scott Carpenter added 500k is a critical need and provides a long-term solution. Kevin Matthews pointed out that he would like to know if it is ideal or responsible to allow personal use of devices that the school then has to pay for. Nancy Errico pointed out that students are not able to access Facebook or You Tube. Jim Rao, Sudbury FINCOM, suggested exploring leasing computer hardware as an option. Bob Jacobson stated that a debt exclusion would be necessary and that as some town debt retired, this could be added. A capital improvement budget for the entire town is a necessity. Nancy Marshall indicated that the bylaw question being researched by the School Committee may be helpful to better understand whether LSRHS is indeed eligible under the current bylaw to apply for CIPC funds in Sudbury.

Friends of Girls' Softball

Sue Pardus, Jeff Dade and Ruthann Wry

Friends of Girls' Softball has received an estimate from Gale to replace and repair the Girls' Softball field. The estimated cost is \$300K. Friends

of Girls' Softball plans to approach the town Community Preservation Committee for funds to cover this cost. They are working to make it part of Town Meeting in May 2013. Scott Carpenter suggested that the School Committee look at the Inter-municipal Agreement governing the Community Field and see how it might translate with regard to this project. He also recommended a conversation with the Sudbury Park and Recreation Department to make sure that user fees are targeted for capital improvements.

LSPO

Tammy Wilson reported that the LSPO plans to hold an auction this year on March 23rd at Nashawtuc Country Club to raise funds for technology needs at LSRHS. The LSPO may do a grant proposal for technology from outside funding.

RECOGNITIONS

Thanks to Nancy Errico for her time and effort in preparing the presentation on technology needs at LSRHS.

Doug McCraith planned and administered the Math Olympiad.

Faculty Advisory Committee created discussion groups and panels for the latest meeting.

Congratulations to the Speech and Debate Team for being made a member of the National 100 Club.

Green Initiatives – MassRecycle made a presentation to on Oct 22nd.

The Ithaca College A Capella group visited LSRHS on Oct 18th for a workshop with our a cappella groups which was organized by Michael Bunting.

STUDENT REPRESENTATIVE REPORT

Julia Thomas presented fellow student Charlotte Balogh to the School Committee. Student Senate met with staff regarding mid-quarter progress reports. The Student Senate continues to work on the December Dilemma.

TA REPORT

Quarter 1 ends on November 1st. Teachers are busy with college recommendations and grading.

METCO REPRESENTATIVE

Juanita Grant-Owen reported that the first meeting of METCO parents was held on October 11th. The parent group has been helping to prepare students for college by organizing a college tour. Northeastern University held a class to teach the students how to prepare college applications. Students this year are more motivated – the METCO parents' group wants to keep momentum going. The next meeting will be held on January 10th from 6:30 to 8:30pm.

CHAIR REPORT

Elena Kleifges, Rami Alwan and Nancy Marshall attended a green technology meeting. A Green School Award will be given to a Massachusetts school. Rami Alwan, Kevin Rossley and Eleanor Burke looked at the criteria for the award which covers health and wellness, STEM curriculum, green improvements, alternative energy, and energy reductions. Our STEM curriculum is somewhat lacking and would prove to be a handicap in the nomination process.

LIAISONS

Elena Kleifges met with the Green Technology Committee. The committee will consider installing a solar canopy in the LS parking lot. A legal consultant has been recommended by the Green Technology Committee.

Patty Mostue attended a meeting about teacher evaluation rubrics. Lisa Weiss and Sandy Crawford will explore state requirements. A submission to the state is due on November 13. Lisa Weiss reported that Department Chairs will evaluate the rubrics based on their own departments. The submissions schedule is on a two-year cycle so not all departments have to be ready this next year.

Elena Kleifges attended the EDCO introductory Meeting.

SUPERINTENDENT REPORT

Scott Carpenter responded to the parent request that parents be allowed access to student grades. Report cards have always been distributed to students. We are now using email system to lessen paper and mailing costs. The Superintendent sends an email blast to parents when report cards are about to be released on IPASS. Parents can now access student grades through their child. Our IPASS system and safeguards have assured that parents CAN see grades each quarter because they have a shared access of the student's IPASS account.

The Student Senate shared their desire to see mid-quarter progress reported. The Senate would like the current system of midterm warnings to become midterm progress reports for all students in all classes to allow teachers to communicate with all students with progress information. Scott Carpenter will report to School Committee after the student senate discusses the subject with the teachers.

Seven staff members attended the NEASC Showcase of Model Schools in October. The participants are currently gathering as a group to concentrate on exemplars that LS may adopt: 1) school advisories, 2) one on one IPASS initiatives, and 3) ways of communicating with students.

Wellness Day, sponsored by the Wellness Department was held on October 18th. The wellness curriculum provides life skills which include leadership, responsibility and communication. All aspects of wellness were represented at different stations in the gym.

Edco and Case quarterly reports have been distributed and show the services offered by Case and the Edco Collaborative.

Lincoln-Sudbury is a member of ACCEPT and will receive discounts and networking options that will benefit our bottom line.

INFORMATION AND DISCUSSION

Michael Connelly has projections for future enrollment. Current total enrollment is lower than projections by 12 students. He is finding that using 10-year cohort data is more reliable than any other method of analysis.

Radha Gargeya, Scott Carpenter and Michael Connelly talked about doing additional analysis on trends of students going to private schools over a five-year period. No particular trend is occurring in upper grade attrition. Percentages show more Lincoln school students attend private school than Sudbury students but no overall trend developing. 2012-2013 is proving to be an atypical year. Student Services has been enrolling students in October because real estate market is moving.

OTHER BUSINESS

Upcoming Budget dates from Michael Connelly are attached. Lincoln Finance Committee dates are firm as are dates for Lincoln and Sudbury Town meetings. Lincoln Joint Budget Workshop will be held on December 12th and L-S will need draft budget completed by then. Final budget will be completed by Christmas with updates as necessary.

CALENDAR OF EVENTS

End of Quarter 1 – November 2

School Committee Meeting – November 13

School Committee Meeting – November 27

FinCom meetings are ongoing.

ADJOURNED

Nancy Marshall asked for a motion to not adjourn to executive sessions.

Elena Kleifges made the motion and Radha Gargeya seconded.

Nancy Marshall requested a motion to adjourn the meeting. Patty

Mostue made the motion and Kevin Matthews seconded. The meeting was adjourned at 10:08 p.m.