

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

Thursday, June 25, 2013

7:30 p.m. Public Session

Conference Room B

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

Also Present: Scott Carpenter, Superintendent/Principal; Nancy Errico and Susan Shields, TA Representatives; Norma Hylton, Student Senate Representative; Rhonda Taft-Farrell, Interim Director Special Education; Aida Ramos, incoming Director of Special Education; Bella Wong, Interim Superintendent/Principal; Susan Console, Civic Orchestra; Paul Sarapas, FATA Department Coordinator.

Agenda Enclosures/Handouts

Unapproved Minutes for April 23, 2013

Nancy Marshall moved to approve the minutes of April 23; Kevin Matthews seconded the motion. All were in favor.

Unapproved Minutes for June 13, 2013

School Committee members requested time to review the minutes of June 13, 2013.

Welcome

Radha Gargeya called the meeting to order at 7:30pm. He welcomed Bella Wong, the new Interim Superintendent/Principal; Rhonda Taft-Farrell, Interim Director of Student Services; and Aida Ramos, new Director of Student Services.

Public Comment

There was no public comment.

Presentation

Rhonda Taft-Farrell, Interim Director of Student Services, reported on the past school year stating that it was a busy and productive year in

which the Department of Special Education conducted a review of staffing, eligibility, and interactions between departments at LS. Throughout the year, the department has reviewed different protocols for Section 504 evaluations and methods for changing the education plan system. This will be a lengthy process that will require additional training by the staff.

Ms. Taft-Farrell found the department to be comprised of a very dedicated staff committed to students, the school and the community. Dr. Ramos has been interfacing with Dr. Taft-Farrell and is now conversant with the various concerns that have been raised throughout the year. Ms. Taft-Farrell appreciated the warm welcome she received from Scott Carpenter and the LS staff and felt that she was an effective member of the administrative staff.

Aida Ramos introduced herself and related her background to the School Committee. She began her career as a Special Education teacher in Puerto Rico. She joined the Boston Public Schools as a Special Education teacher and became an Assistant Principal in the Boston Public Schools when she completed her Masters degree followed by a position as Assistant Special Education Director for Boston Public Schools in Sector 18. She attended Boston College to complete her Doctorate in Education and then worked for the Cambridge Public School System for 5 years. Most recently, she has worked as a consultant for Level 4 schools in the Boston area. She has also mentored Hispanic students at Wheelock College. Dr. Ramos has enjoyed the opportunity of meeting most of the LS department staff individually over the past two months and has found everyone to be candid and honest and are clearly dedicated to the students at LS.

Scott Carpenter thanked Rhonda Taft-Farrell for doing a fantastic job and for energetically responding to the challenges presented by the Department of Student Services. Mr. Carpenter also thanked Rhonda because the LS out of district numbers are leveling and will trend toward a decrease. Aida Ramos also thanked Rhonda for being so invested in preparing the Department of Student Services for the transition.

Action Items

Radha Gargeya requested a motion to accept Dr. Aida Ramos as Director of Student Services beginning on July 1st, 2013. Gerald Quirk moved that she be appointed Director of Student Services and Kevin Matthews seconded. All were in favor.

Recognitions

Thank you to Marci Stoda, Nancy O'Neil and Anne Marie Lesniak-Betley for their work in making the Pierce House luncheon a delightful occasion. It was a wonderful opportunity for faculty and staff to socialize and to recognize those who will not be at LS next school year.

Thank all who served on 17 different hiring. There are many capable and interesting individuals who will be joining the LS staff and who will add to the strength and breadth of our current staff. Supports are in place for mentoring the new hires.

The LSPO provided the faculty and staff a marvelous lunch on June 12th that was enjoyed by all. Mr. Carpenter extended his thanks for that wonderful treat!

SERF awarded 69 Teachers the Achievement of Champions in Education certificates.

Mr. Carpenter extended his appreciation to all who have created, scheduled, administered, proctored and graded exams at this year end.

Student Representative

Norma Hylton reported that all representatives for Student Senate are on board. Her twin sister Consuela is Vice-President of the Senate and Leah Kanser will be secretary. The first thing on agenda for the senate is to hold the 9th grade elections in September. Norma was a tour guide for the incoming 9th grade tours and informed her groups about the Student Senate and encouraged them to enter the election in September.

METCO Representative

There was no METCO representative report today.

TA Report

Radha Gargeya welcomed Nancy Errico, Educational Technology Specialist and Susan Shields, Department Coordinator for Wellness. We thanked outgoing Lisa Weiss for her ability to communicate with teachers and administration and school committee. David Grace will continue as Treasurer of the Teachers' Association and Kelly Mazza will be the secretary.

Nancy Errico reported that she had enjoyed working with the School Committee on the hiring committees for Business Manager and Interim Superintendent/Principal. She also brought to the attention of the School Committee the Transition Team being formed to assist the Interim Superintendent/Principal, Business Manager and Human Resources Manager as well as the Department of Student Services Director in adjusting to LSRHS.

Susan Shields stated that there will be many opportunities for ED&E career development this summer. The TA has also been discussing the benefit of "meet and greet coffees" between the LSPO and LS teachers.

Gerald Quirk requested that the Town Crier be updated at the end of summer break with an article on how teachers occupied their time over the summer as well as an article introducing the new hires to the community.

Chairman Report

Radha Gargeya and other School Committee members enjoyed attending the Pierce House luncheon. Mr. Gargeya commented that it was a perfect time to wish members of the staff well who were transitioning.

Scott Carpenter will be leaving LS after 10 years at LS: first, as Assistant to the Superintendent, as North Housemaster, as Interim Superintendent/Principal, and then as full Superintendent/Principal. Scott has a ready smile which is a mark of his innate optimism and quiet self-confidence. He has clearly placed the education of students first and foremost. He has stepped into the breach many times filling in for positions in transition. Last year he was actively involved as a business manager for LS. Radha Gargeya, on behalf of the School Committee,

wished Scott well in his future endeavors at Monomoy Regional High School and presented an LS School Chair to him.

Scott Carpenter responded that it has been an honor working in the Sudbury/Lincoln communities for the last 13 years and that he has been working hard to prepare for Bella Wong's tenure. On Monday, July 1st, he will be in a different place missing the faces near and dear to him.

Radha Gargeya addressed Mike Connelly's imminent departure. In one short year, Michael has surpassed all expectations with the level of professionalism, hard work and thoroughness he has brought to the job of Business Manager. On behalf of the School Committee, Radha thanked Michael and stated that LS's loss would be Reading's gain. Michael Connelly thanked the School Committee for their support and stated that he has been overwhelmed by the support and appreciation he has received from the LS community. He hopes to maintain close relationships he has forged during the year.

Radha Gargeya then recognized and welcomed Glenn Fratto, the new LS Business Manager.

Liaison Report

Patty Mostue reported that work progresses on the Field Trip Policy and then the field trip subcommittee will present a draft to the School Committee when meetings resume in the fall.

Superintendent's Report

Scott Carpenter presented the level of information required by the state of Massachusetts SIMS reports which deals with students. Reports are due on October 1st, March 1st and at the end of the year. The information becomes tied in with academic records. SIMS data elements will include student education plans.

EPIMS reports incorporate employee information. LS is required by the state of Massachusetts to post data regarding certifications and degrees awarded as well as FTE levels. To be added will be the teacher evaluations. EPIMS data is updated on October 1st and at the end of the year.

Scott Carpenter has requested that Robert Curtin, Massachusetts Department of Education, present to the School Committee in the fall an overview of what the State of Massachusetts does with the information in the SIMS and EPIMS reports. It will be a challenge for schools to understand how to best use this information to find ways to support students better. Mr. Carpenter added that LS is also required to provide data on student disciplinary records when the disciplinary measures require suspension from school. The point of the information is to report the fact that a student has been denied education for a particular period of time. Data on school disciplinary infractions combines reports of offenders and victims and will track school safety. This data is occasionally provided for aggregate numbers for news reports.

Scott Carpenter next presented the School Improvement plan recommended by the School Council that includes students, staff, parents, community representatives and administration members. The School Council has recommended that:

- Improve technology infrastructure
- Continue discussions regarding academic honesty v. plagiarism and cheating
- Improve connectedness of adults and students at school.
- Guidance during transitions for new staff and administrators.
- Improving communication about LS to the communities it serves.
- Methods of improving academic opportunities for all students.
- Improving awareness of diversity and promoting respect for all.
- How to discourage theft at school.

Mr. Carpenter continued that many of the points identified by the School Council are also the agenda of the administrative teams and Academic Council. The latter are concerned with defining what affects our educational climate, addressing student/teacher connectedness, understanding the new teacher evaluation system, and renewing opportunities for teachers to support one another. Finally, of concern is oversight of data collection. Mr. Carpenter continued to note that the new evaluation system may provide the potential for increased involvement with what is happening in the classroom which will result in improved classroom quality.

Mr. Carpenter presented a list of Field Trips proposed for the 2013-2014 school year. Rami Alwan, Science teacher, will lead a trip to Belize and Guatemala, Nancy Childress will lead a trip to Italy, Joan Campbell heads the German Exchange, and Tom Danko will lead a group of students to New Orleans for Habitat for Humanity. Christine Gonzalez will oversee a Spanish exchange trip and Phil James of the History Department will organize a day trip to NYC. It is possible that other trips will be proposed when the new school year begins.

Information and Discussion

Bella Wong presented information on a Global Student Summit trip to China which is organized by Education First. Student teams are invited to compete for a place on the trip roster for a visit in March 2014. The theme of the summit will be Global Economies. Apple and Google have signed on as sponsors which encourage speakers of note to address the students. Trips to Rio de Janeiro and Paris are planned for 2015. Student teams, led by school faculty members, will develop an idea that must be accepted by the organizers.

Michael Connelly provided the softball field update. Six bids have been received and the lowest at \$274,000 has been recommended by GALE Associates who have reviewed all bids and done reference checks. Cataldo has been recommended and was the lowest bidder for a basic field renovation. Gerald Quirk noted that at Sudbury Town Meeting \$256,000 had been appropriated for the project, leaving a \$16,000 discrepancy. A further \$50,000 from the Town of Lincoln is on hold pending a community field agreement. Michael Connelly informed the committee that LS has 60 days (until August 5th) to accept or reject the bid from Cataldo. It is possible that fundraising on the part of FOLSS could make up the \$16,000 difference otherwise stabilization funds would need to be tapped to make up the shortfall. The softball field renovation would take approximately 8 weeks.

Gerald Quirk reminded the committee that no assurance has been forthcoming yet that LS will receive funding for capital support of the athletic fields. There is no mechanism to compensate the district for wear and tear on the facilities. He also reminded the committee that LS does not receive a break for using the Atkinson Pool for the district's swim team. These are all matters to be addressed in the Inter-municipal

Agreement. Radha Gargeya inquired if the committee could work through these issues with the Town of Sudbury during July, might the committee be ready to make a decision on the contract for renovating the Softball field.

Patty Mostue added that it was important for the Town of Lincoln to have a seat at the table regarding community facilities. Nancy Marshall stated that Lincoln would like to be part of collaboratively working toward the benefit of shared assets and that the School Committee should ensure that these guidelines were established before moving forward. Radha Gargeya and Gerald Quirk suggested that the renovation of the softball field be the limited focus of the School Committee and then work in the future toward a more comprehensive agreement between Lincoln and Sudbury.

The solar canopy project update was provided by Nancy Marshall who related the results of a conference call between the School Committee and the DOER. The School Committee is trying to determine where it stands relative to the Solar Canopy Project. The LS application is in but a determination from SunEdison has not yet been received. The DOER will take approximately 4-6 weeks to review the application situation. Consequently, construction will not begin on the solar array this summer. A second SREC program will be offered in the new year. The energy incentives are vital to the cost effectiveness of our project. The state legislators for our district are appealing to the DOER on our behalf.

Radha Gargeya noted that the school committee is lobbying the state so that LS will be considered with the same priority as landfills and brown fields, since by covering the parking area, a natural "hot" spot would be diminished. A canopy at LS is also a visible public reminder of the value of such project. Radha thanked Nancy Marshall for her hard work on this project.

Civic Orchestra will be losing its long-term director, Pip Moss. Members of the Civic Orchestra have inquired about the future of Civic Orchestra and the nature of the school's support for it. Scott Carpenter reminded the School Committee that LS has an orchestral program as part of our curriculum that offers 2-3 times the instructional time over civic orchestra. Our orchestral students are encouraged to join the civic

orchestra for enrichment, but credit is no longer given for participation in it. Nancy Marshall suggested that the LS adult education program offer Civic Orchestra.

Susan Hays Console, a member of Civic Orchestra for 36 years, said that students benefited from playing in civic because they were playing with adults as well as students and that the community would suffer a loss if Civic Orchestra were discontinued. Paul Sarapas, Department Coordinator for Fine Arts and Technical Arts at LS, stated that Civic Orchestra would continue with William Nicholson as Director and that LS would continue to provide practice space for them. Mr. Sarapas will meet with the new Interim Superintendent/Principal Bella Wong to discuss matters related to Civic Orchestra. Radha Gargeya stated that the School Committee will consider the questions raised by Civic Orchestra. Gerald Quirk noted that there are many outside opportunities for enrichment for our students that LS does not support financially or through use of the facilities. Patty Mostue believes that participation in music programs should be encouraged whenever possible.

Michael Connelly updated the Committee on the state of the Business Office. He is preparing to close FY 13 and all is going smoothly. Final payroll warrants are being posted for the fiscal year. The Business Office is working closely with the Department Coordinators to teach them the new system for purchase orders. The final report for the Business Office will be issued in mid-July after the final closeout of FY 13. Once FY13 has been closed, there will be a reconciliation of the two sets of financial books. David Leary will work on that in the month of July. Michael Connelly's projections show that the budget is in balance for the year and will certify it into LS ED&E accounts at the close of the year.

Brandi Mahlert, Personnel and Payroll, began work on June 17. She is very knowledgeable and has been getting up to speed quickly. Brandi has updated the FY14 salaries and reviewed existing spread sheets. Michael Connelly will be transitioning with Glenn Fratto in July.

Action Items

The School Committee voted on School Choice for the 2013-2014 school year. Scott Carpenter said that because Sudbury and Lincoln are communities that by and large enroll their children in the school system, there is no need or benefit to be gained by offering school choice. The School Choice Law presumes that each school will admit non-resident students under the choice program unless there is a vote to the contrary for the subsequent school year.

Gerald Quirk moved that Lincoln Sudbury Regional High School not permit School Choice. Patty Mostue seconded the motion and all were in favor.

Calendar

School Committee meeting
School Committee meeting

July 7th
August 19th

Adjournment

Radha Gargeya requested a motion to adjourn the meeting and move to executive session. Patty Mostue moved that the meeting be adjourned and Kevin Matthews seconded the motion. All were in favor.

The meeting was adjourned at 10:11 PM.

Respectfully submitted, Francy Zingale