

**LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE MEETING
MINUTES
TUESDAY, DECEMBER 21, 2021**

Present

Cara Endyke-Doran, Chair; Candace Miller, Vice-Chair; Heather Cowap; Harold Engstrom; Mary Warzynski. Kevin Matthews was absent.

Also Present

Bella Wong, Superintendent/Principal; Kirsteen Patterson, Director of Finance and Operations; Danielle Weisse, Teachers' Association Co-President; Ellie Gottlieb, Student Senate Representative

Call to Order

The meeting was called to order at 7:02pm

Public Comment

There was no public comment.

Presentation of FY23 Budget

Ms. Wong presented the recommended Budget for FY23. The budget has been presented to the Lincoln FINCOM, presentation to the Sudbury FINCOM has been delayed to January 10, 2022. The FY23 budget supports LS Core Values and our aspirational school goals: what students should be able to do by the time they graduate; access to equity and excellence for all students; ensuring socio-emotional supports for all students and staff; and cultivating community. The budget enables LS to recruit and retain high quality faculty and staff, supports an educational program that fosters student growth for post graduate success, and anticipates the comprehensive needs of our projected student enrollment. Student enrollment is projected to decline over the next five years.

Program improvements included in the FY23 Budget are a new special education program for students with autism spectrum disorder which includes 2.0 FTE ABA Certified Teacher Assistants; a .5 FTE increase to Lincoln Sudbury Academy; .75 FTE increase for Computer Science to fulfill digital learning standards update; .25 FTE Mandarin Language Teacher to add 4th year Mandarin; and a 1.0 FTE Reading Specialist to support a broad spectrum of students.

Financial assumptions for FY23 are:

- Level funding for state and federal grants
- Salaries with Steps/Lanes (incorporates recently approved MOU)
- Health insurance (8%)
- Increase to non-MTRS pension funding (1%)
- Increase to regular bus transportation (21%) and (3% Special Education Transportation)
- Decrease funding to utilities (1.9%)
- OPEB Liability (asset value as of June 30, 3031: \$2,508,394 – 29% growth)

- Circuit breaker reimbursement to median actual between 2020 and 2021
- Decrease for projected Out of District Tuition (\$377,404)
- Cost avoidance due to new program for Autism Disorder Spectrum students
- No change to current student fee structure
- Decrease in debt service (3.5%) which ends 2026
- Includes annual capital request to replace aging structures and equipment

Ms. Wong reported that the assessments for Lincoln and Sudbury will be calculated after the Governor's Budget has been published. The allocation is shifting slightly toward Lincoln which reflects the shift in enrollment numbers between the two towns.

Ms. Wong also expressed her thanks to the Towns of Lincoln and Sudbury for their support in supporting the work for FY23 Budget. The anticipated FY21 Excess and Deficiency fund will have an estimated value of \$1,700,000 which Ms. Wong is recommending that \$500,000 be directed to the OPEB Trust and that \$500,000 be directed toward the Stabilization Fund for large capital asset replacement and/or renovation.

Dr. Miller inquired if funds available from the American Rescue Act and if these funds could be directed toward mental health issues at LS. She asked what innovation programs could be directed toward faculty, staff, and student mental health. The Town of Sudbury has invited LS to be included in their submission for government funds and LS has requested funds for air handling improvement. Ms. Wong reminded the committee members of the programs added to support students such as the Beacon Program, additional to support to the LINK program, the addition of the LS Academy and now the advent of the Autism Disorder Support Program. LS has provided significant program supports for students in the past 6 years. LS is building the tiered intervention system and supports required to safeguard the needs of LS students.

Ms. Wong reported that LS programs supporting students have been reviewed by DESE, with glowing remarks, and by NEASC whose report is in draft and promises to deliver high praise to the numerous actions and supports available to LS students. The Strategic Plan is responsive to the data provided by various LS stakeholders and addresses where LS thinks it needs to grow as a district. LS is committed to making progress with the goals of that plan.

Information and Discussion

Candace Miller reported on the remaining LS School Committee Policy Manual sections. The committee members have completed a second reading of Sections G-L and will be able to vote to approve the sections if there are no objections.

Section G – Personnel

There were no issues with Section G.

Section H – Negotiations

There were no issues with Section H.

Section I – Instruction

There were no issues with Section I.

Section J – Students

There were no issues with Section J.

Section K – Community Relations

There were no issues with Section K.

Section L - Education Agency Relations

There were no issues with Section L.

VOTE: Candace Miller offered a motion to approve Sections G through L of the LS School Committee Policy Manual as written. Harold Enstrom seconded the motion. There was no further discussion. All were in favor via roll call vote. Kevin Matthews was absent.

Inclusion of the School Committee Meeting Agenda Format was in question. After discussion, the school committee members decided to omit the Agenda format from the policy manual. A Section D update has been sent to the LS School Committee from MASC. The updated version will be discussed at the next school committee meeting on January 11, 2022. The final version will be added to the LS School Committee website.

Ms. Wong introduced the C.A.S.E. Collaborative Capital Reserve Account Plan that the School Committee will need to vote on as a member of the collaborative. C.A.S.E. has certified a \$1.5 million surplus for FY21 that they would like to dedicate to a capital plan: for FY24 it would be \$300,000 to build a playground for elementary aged students in their K-5 program and to create a multipurpose room for \$200,000 for older students in FY25. In addition, C.A.S.E. seeks to establish a capital reserve fund with a maximum capacity of \$500,000. C.A.S.E. offers programs for elementary, middle and high school. Most members of the collaborative are K-12 districts. LS has a number of students supported by the C.A.S.E. Collaborative program. It is financially advantageous to LS to belong to the collaborative.

VOTE: Harold Engstrom moved to approve the C.A.S.E. Capital Plan as presented. Heather Cowap seconded the motion. There was no further discussion. All were in favor via roll call vote. Kevin Matthews was absent.

VOTE: Harold Engstrom voted to approve a Capital Reserve Plan for the C.A.S.E. Collaborative. Heather Cowap seconded the motion. There was no further discussion. All were in favor via roll call vote.

First Read of Proposed Calendar for LS School year 2022-2023.

The first day of school will be August 31, 2022. Recesses and holidays are listed. There are no notable differences other than the addition of Juneteenth, on June 19, 2022. If there are no snow days, the LS school year will end on June 17th.

Student Senate Representative Report

Ellie Gottlieb reported that the 9th grade election for senate representatives has been completed, there are 9 new members to the Student Senate from the 9th grade. A food pantry collection will be taking place in the next week which is a competitive collection between grades. The Student Senate annual fundraiser will take place this week with a donation to follow for the Sudbury Food Pantry. Students have enjoyed Spirit Week and the student senate looks forward to an additional spirit week in the new semester.

Recognitions

On December 3rd, LS hosted a 9th grade dance which the 9th grade had requested. The dance provided a fun and festive event for 250 9th graders. COVID tests were required to attend the dance.

Choral students presented a concert with Curtis Middle School as did the Orchestra and Band. Ms. Wong participated in a Mozart piece with 8 other LS students.

The Speech and Debate Team hosted its annual Tournament to which students from many regional schools attended. The students did a remarkable job organizing and hosting the Tournament with 500+ guests. Nancy Goldstone is the advisor for the Speech and Debate Team.

The 10th Warriors 4 Warriors fundraiser took place with hockey games with Concord-Carlisle to benefit the Scott Milley Scholarship fund.

Teachers' Association Report

Over 20 teachers and staff participated in the Courage to Care Healthy Relationship Assembly which is mandatory for the Senior Class and organized by Lori Hodin and Tim Jason. Many teachers have been doing outreach projects as part of their classroom activity in which students are encouraged to think of others. Matt Wentworth's class organized a Dodgeball to fundraise for gifts for children in the foster program with assistance from Susan Shields, Mary Brunson, and Greg Gammons. Becky Chen and Angela Medeiros have organized their classes to donate classroom supplies for elementary grade children. Tim Jason and others have worked to fundraise for the Ando family by selling a book "You'll Be Fine" of sage advice Ando provided LS students over his 32 years as Athletic Trainer.

METCO Parent Representative

There was no METCO Parent Representative Report.

Superintendent/Principal Report

COVID Update

In the first 4 weeks of school there were 5 cases; in the second 4 weeks of school there were no COVID cases; in the third 4 weeks of school there were 6 positive cases; and the fourth 4 weeks of school there were 19+ cases. There are clearly increased positive cases which reflect state-wide trends for the virus. LS is faring better than other schools in the region. Despite all mitigations, the cases will no doubt continue to rise.

Spectators are now limited to athletic events. LS continues to have difficulty in hiring for open positions. Fortunately, however, our new Human Resources officer will begin on January 3, 2021.

Director of Finance and Operations

Kirsteen Patterson noted that the school system is having difficulty in staffing for bus transportation. The general audit was performed on site this year and has been completed. Subsequent audits will be required as a result of the grand funding awarded to LS. The end of year audit will take place in January. No response yet from the Department of Revenue regarding an update for LS's E&D report. The OPEB Trustees will meet on January 19, 2022.

Chairperson/Liaison Reports

Mary Warzynski reported on the Superintendent/Principal Evaluation Subcommittee that next steps were under discussion. Candace Miller reported that she and Cara had met with Danielle Weisse and Mark Mason. The Committee discussed possibly devising a survey for teachers and organizing focus group discussions in late winter or early spring to provide additional data points for the Superintendent/Principal evaluation process. Candace Miller also reported that Heather Cowap had agreed to take Dr. Miller's place on the subcommittee.

VOTE: Candace Miller moved to approve Heather Cowap replacing Candace Miller on the Superintendent/Principal Evaluation Subcommittee. Mary Warzynski seconded the motion. There was no discussion. All were in favor via roll call vote. Kevin Matthew was absent.

Future Agenda Items

There were no future agenda items.

Approval of Minutes

Harold Engstrom moved to approve the Minutes for November 23 and December 7, 2021. Candace Miller seconded the motion. There was no discussion. All were in favor. Kevin Matthews was absent.

Public Comment

There was no public comment.

Adjourn

Harold Engstrom moved to adjourn the meeting. Heather Cowap seconded the motion. All were in favor via roll call vote. Kevin Matthews was absent. The meeting was adjourned at 9:03pm.

Respectfully submitted,
Francy Zingale

To view video of the meeting, please go to: <https://sudbury.vod.cstus.tv/vod>