

**LINCOLN-SADBURY REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE MINUTES
Tuesday, November 22, 2022**

7:02PM
Zoom

Present

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

Also Present

Bella Wong, *Superintendent/Principal*; Kirsteen Patterson, *Director of Finance and Operations*; Helen Sotiriou, *Teachers' Association*.

Call to Order

The meeting was called to order at 7:02pm.

Public Comment

No public comment

Presentation

*Advisory Program and Schedule Review -Rachel Cooke, Tim Jason,
and Tracy Ryan*

Advisory Program?

- The 2020-2025 L-S Strategic Plan was developed to create a multi-year improvement plan for the school. The Advisory Program was assembled to create an inclusive, collaborative school climate that fosters a sense of belonging and connectedness.
- The plan was informed by student input collected through surveys, like- The Equity Assessment, NEASC-New England Association of Schools and Colleges; and the Cole Report-which is currently facilitated/operated by the Racial Climate Task Force.
- A common priority students sought out were increased inclusion and belonging across all identity groups (race, gender, community of residence and grade level). As well as, connectivity with their peers and with the school community as a whole.
- The Advisory Committee researched existing programs across Massachusetts; including Chicago and evaluated best/worst practices. For example: Their structure, what they liked and/or what would they change? Based on the research, the committee formulated recommendations for an LS Advisory Program.

- The Advisory Committee sought student/staff feedback and presented the information to staff.
- Advisory program leaders and grade level coordinators were selected from across disciplines. The committee includes eight LS staff members, and two grade level coordinators for each grade level.

2020-2025 Strategic Initiatives

1.1 Conduct needs assessment for a formal four-year advisory program.

1.1a Continue to explore the implementation of the school-wide advisory program

- Build a cohesive and grades 9-12 sequential foundation for social-emotional learning through the advisory experience
- Establish grade-level advisory curriculum development teams as recommended by the advisory pilot program
- Support current SEL and DEI workshops within advisory programming

Advisory Mission



Providing academic & social-emotional curriculum for students that focuses on:

- Relationship building*
- Self-development
- Citizenship
- Creating a space in which students learn about & share L-S specific supports & information
- Sharing & developing transitional skills for adapting to academic & professional challenges at L-S & beyond

* correlates with student desire for greater connectivity

Currently.....and Going Forward

- Fall of 2022-The Advisory Program began a series of meetings with advisory consultant Rachel Poliner.
- October 2022- Advisory retreat with 28 Faculty Members.
- November 2022-Advisory PD Day.
- Winter of 2023- The committee will continue PD work with various sessions.



PROFESSIONAL DEVELOPMENT

OUR KEYNOTE SPEAKER



RACHEL POLINER
CONSULTANT

Rachel Poliner consults widely on whole student approaches and constructive school communities for young people and adults. Her work focuses on school climate, instructional, and structural reforms: K-12 social and emotional learning, middle and high school advisory programs, teams and teacher leadership, and improving faculty climate. Her most recent book is *Teaching the Whole Teen: Everyday Practices That Promote Success and Resilience in School and Life*; she also co-wrote *The Advisory Guide*.

NOVEMBER 28, 2022

ADVISORY TRAINING

Break out Sessions

- Exploring Advisors' Roles
- Shaping a Culture of Conversation
- Enhancing Students' Learning Habits
- Getting Off to a Good Start

MON Nov 28
8 am - 2 pm

BEGIN IN THE AUDITORIUM
LUNCH WILL BE PROVIDED

Structure & Schedule for a 4 year Advisory Program

10-12 same grade students

1 staff member

	Blue					White				
	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday
8:30	1	2	3	1 <small>8:30-9:30 (60)</small>	2	3	1	2	3 <small>8:30-9:30 (60)</small>	1
9:25				3 <small>9:34-10:22 (48)</small>					1 <small>9:34-10:22 (48)</small>	
9:30	4	1	2	Advisory <small>10:26-10:56</small>	1	4	2	3	Advisory <small>10:26-10:56</small>	2
10:32										
10:36	3	4	5	4 <small>11:00-12:00 (60)</small>	5	2	4	5	5 <small>11:00-12:00 (60)</small>	4
11:41										
11:45	2/L	3/L	6/L	5/L <small>12:04-1:18 (48) (L=22)</small>	4/L	1/L	3/L	7/L	4/L <small>12:04-1:18 (48) (L=22)</small>	5/L
1:00										
1:12	7	6	ACA <small>1:51</small>	6	7	6	7	ACA <small>1:51</small>	7	6
2:17			1:55 Bus	1:22-2:22 (60)				1:55 Bus	1:22-2:22 (60)	
2:21	5	7	PD <small>2:00-3:30</small>	7	6	5	6	PD <small>2:00-3:30</small>	6	7
3:14				2:26-3:14 (48)					2:26-3:14 (48)	

- Students will participate in the Advisory Program every Thursday for 30 minutes.

Information and Discussion

There is no information and discussion

Student Senate Representative Report

Superintendent/Principal Bella Wong spoke on behalf of the Student Senate

- Focused on organizing and getting ready for our annual Winter Fundraiser and Spirit Week, the week before December break. The Student Senate has made some adjustments to the fundraiser to make it more inclusive for all Holidays. We will be working hard this year to make it exciting and fun for the student body and staff!

METCO Program Report

There is no METCO Report

Teachers' Association Representative Report

Helen Sotiriou, Co-President of Teacher's Association

- Congratulations and thank you to all of the teachers who were responsible for making the Musical Seussical successful.
- Teachers continue to finalize grades, while also getting ready for the upcoming holidays.
- On Monday, November 28, 2022 is the Advisory PD Day.
- Happy Thanksgiving to everyone!

Chairperson and Liaison Updates

- Update from Heather Cowap, the OPEB meeting on Monday, November 21, 2022 was successful!
- Update from Kevin Matthews regarding the "Superintendent Search Subcommittee"- Approved a request for proposal documentations. Items were sent out to search firms earlier in the day.
- Update from Heather Cowap- The Negotiations Committee met to review the MOU and will be discussing it in executive session.

Superintendent/Principal Updates

Bella Wong, Superintendent/Principal

- The Girls' Soccer team ended in the quarter finals.
- The Seuessical was a really fun and fantastical musical!
- Multiple fundraisers occurring at LSRHS.
- Federal and State resources provided plenty of COVID tests, which are good thru January 2023.
- Preparing the Budget presentation.
- Preparing for the Advisory PD Day. Reminder to students and families there is NO SCHOOL on Monday, November 28, 2022.
- Winter sports are starting up!
- Update on Cell phone usage in school- Active conversations happening during the F.A.C meetings on Wednesday. Discussed updating the "language" within the cell phone policy to include smart watches, personal laptops etc. As of right now,

and how it has always been in the past-cell phone usage is not allowed in the classrooms, unless a student's teacher gives permission to use the device for educational purposes ONLY. Students can continue to freely use their cell phone within the halls-outside of class.

Director of Finance and Operations Report

Kirsteen Patterson, *Director of Finance and Operations*

- Preparing for the preliminary budget presentation.
 - Presenting to LSRHS faculty on Monday, December 5, 2022
 - Presenting to LSRHS school committee on Tuesday, December 6, 2022
 - Presenting to Sudbury FinCom on Monday, December 12, 2022
 - Presenting to Lincoln FinCom on Tuesday, December 13, 2022
- Submitted E&D application to D.O.R.
- Annual auditors will be present at LSRHS Tuesday, November 29, 2022 until Thursday, December 1, 2022, regarding previous FY through June 30, 2022.
- Overview and presentation with Odyssey Advisors and Parker Elmor was Monday, November 21, 2022.
- Discount rates (5.94%)- higher discount rates yield lower liabilities and vice versa.
- Federal grant policy will need to be approved for additional federal funding, received through the ESER grants. LSRHS requires a new policy due to being at a new threshold-submitting for review and approval in December.

Approval of Minutes

Heather Cowap moved to accept the LSSC Minutes of November 8, 2022, as corrected. Cara Endyke-Doran seconded the motion. There was no further discussion. Six out of six school committee members were in favor via roll call vote.

Future Agenda Items

- Create a protocol for students ordering/purchasing food during class time hours.
- Invite a local legislator to speak on behalf of all the commonwealth private school placements increasing to 14% at a SC meeting.
- Continue to develop/implement a hybrid school committee meeting policy and hone in on the technology issues.
- Create a policy to encourage and acknowledge large donations.

Public Comment

No Public Comment

Adjourn to Executive Session

Heather Cowap motioned to adjourn to executive session without returning to open session. Cara Endyke-Doran seconded the motion. Six out of six members of the School Committee were in favor via roll call vote. The meeting adjourned at 9:07pm.