

**LINCOLN–SUDBURY REGIONAL SCHOOL DISTRICT COMMITTEE  
DRAFT MINUTES**

**Wednesday, June 3, 2015**

**6:00 p.m.  
Superintendent’s Conference Room**

**I. Call to Order**

**II. Executive Session**

- To approve and review executive session minutes related to litigation because to do so in public session would be detrimental to the District’s litigating position
- To discuss strategy with respect to solar canopy contract negotiations because to do so in public session would be detrimental to the District’s litigating position.

**7:30 p.m. Public Session  
Room B**

**L–S Conference**

**Present**

Elena Kleifges, Chair; Kevin Matthews, Vice–Chair; Radha Gargeya; Nancy Marshall; Patty Mostue; Gerald Quirk

**Also Present**

Bella Wong, Superintendent/Principal; Patrick Collins, Director of Finance and Operations; Carly Gordenstein, Student Senate President; Tara Mehta, Outgoing Student Senate President; Susan Shields, TA Co–President; Sarah Greeley, Health Educator; David Bloom, English Teacher and ACE Program.

**Call to Order**

The meeting was called to order at 7:30pm.

**Approval of Minutes**

There were no minutes to be approved.

**Presentation**

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Sarah Greeley, Health Educator, and David Bloom, English Teacher in the ACE Program, presented their work for Connections/CRANE.

Connections and CRANE (Community Resource Awareness Network) were begun to support and encourage community involvement in issues such as substance abuse, sexuality and mental health issues among students. Sarah Greeley and David Bloom began hosting Connection events in the LS Cafeteria to assist LS parents seeking support from educators at LS. Sudbury resident and LS parent Kate Howd initiated CRANE to be a clearing house for parents needing assistance to be linked to community groups working in particular areas that could provide assistance.

The Connections events were an outgrowth of the 5 Risk Factors from the Wellness Department curriculum. The events provided information to parents but also permitted connections between parents attending them. The philosophy of Connections is that the best way to provide support for students was for the parents to communicate with one another and with the school. Communication among parents and families that was fairly effortless when children are younger becomes more difficult as the children enter the teenage years. Connections hopes to provide a venue for the communication to continue and flourish despite trends which discourage it.

Connections strives to encourage more parental participation and is looking to the towns of Lincoln and Sudbury to join in this effort. They also encourage the school to become more invested in the process by actively notifying families of Connections events to spur greater attendance. Gerald Quirk recommended enlisting the aid of the Sudbury Clergy. Nancy Marshall opined that the Park and Recreation office might be useful in getting the parents of middle school students involved. Patty Mostue suggested that reaching out to alumni parents might be useful. Kevin Matthews recommended that LS coaches would be a useful resource. Sarah Greeley suggested that reaching out to parents in neighboring towns would also provide encouragement for parents to share concerns, remedies, and successful strategies.

### **Public Comment**

Ursula Lyons, Sudbury resident and member of the Sudbury Constitution Challenge 5K Race Committee, spoke to the School Committee about the importance of encouraging the study of the U.S. Constitution. She recommended that LS undertake an informational day on the U.S. Constitution on the anniversary of its signing, September 17<sup>th</sup>. This year the Sudbury

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Constitution Committee awarded a scholarship to Clara Cousins for an award winning essay on the Constitution.

## **Recognitions**

Throughout the month of March, Salem Five and the River asked local high school musicians to submit an original song for their chance to win a \$1,000 grant for their high school's music department from the Salem Five Charitable Foundation, record a track in the famous River Music Hall, have their song played on 92.5 and open for a national recording artist at RiverFEST! Madelyn Paquette of Lincoln-Sudbury High School, Sudbury, MA was one of the winners with the song she wrote and sang:| "Can't Wait 'Til Tuesday"

"Music means something different to everyone. For some people music is just in the background while they go about their day. For others, music is a source of entertainment, such as going to concerts or listening to favorite songs with friends. For me, along with family, friends and school, music is at the core of who I am. Music moves me. It touches my soul. At times, I hear song lyrics and they are so catchy and fun that they make me feel extra happy and I want to get up and dance. Other songs have a melody that is so sweet or sad that it brings me to tears."

The L-S Music Department presented the final instrumental concert of the year on Thursday, May 21<sup>st</sup> at 7:30pm in the auditorium. The Spring Concert included the Symphonic Band, the Orchestra, Concert Band, Violin Ensemble, Flute Choir, and the newest L-S instrumental group, the L-S Brass Quartet. The bands and orchestra united (130+ musicians) for a grand finale of music from Harry Potter and the Order of the Phoenix.

The LS Brass Quartet won a silver medal rating at the Massachusetts Instrumental Choral Conductors Association Solo and Ensemble Contest on Saturday, May 9<sup>th</sup> at Newton South High School. The members of the Quartet are: Claire Telfer and Sam Ryan on trumpet; Zhongyi Zuo on Horn; and Tim Howard on Trombone. Congratulations!

A Memorial Service was held for Jane and Ken Young on Thursday, May 28<sup>th</sup> in the L-S Auditorium from 4pm to 5:30pm. A number of family members spoke about Jane and Ken and Math Department Chair Lisa Weiss spoke about Jane's tenure as a teacher at L-S.

The Donald Green Regatta took place Sunday, May 10<sup>th</sup> on Lake Cochituate and was hosted by the Lincoln-Sudbury sailing team. The regatta is named for Donald Green, who perished in the September 11<sup>th</sup> terrorist attacks. Green was a world-class sailor who participated in the America's Cup. Funds to support the L-S sailing team were donated in his memory. The L-S Sailing Team honors his memory every year with this regatta. Mr. Green's sister and nephew, Sudbury residents, attended the event.

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Susan Frommer and two LS Students, Christina Foster and Grace Hilgen, attended the Omega Summit at the MIT Age Lab Intergenerational work between teens and seniors. Andrea Weaver, LS Grad and Director of Bridges Together, presented a talk. A Harvard student gave a presentation on Alzheimers buddies – Harvard has a program of students/Alzheimers patients. Saturday May 16.

Steffon Gales was given official recognition from the Massachusetts State House for his academic accomplishments.

Estefan Jack is currently the fastest student at L-S and in the State after his performance during the 400 meter Varsity Finals.

Eugenia Zhang, Class of 2018, received 2<sup>nd</sup> place in the Bay State Strings Contest held on May 24<sup>th</sup>. The contest was sponsored by the Massachusetts Music Teachers Association. Eugenia studies violin privately with Fudeko Takahashi.

331 members of the Class of 2015 volunteered for Senior Service Day today. The Service Day is dedicated to Jane Young.

Senior Awards Ceremony was held on May 27<sup>th</sup> in the LS Auditorium. Sixty-four students were honored with awards from the LS Departments.

Senior Scholarship Ceremony was held last night, June 2<sup>nd</sup>, in the auditorium. There were 114 Scholarships awarded to approximately 140 LS students.

The play Elektra will be held on Friday and Saturday evenings, June 5 and 6, in the Rogers Theatre. The play was originally scheduled for May 7-9 but had been postponed.

The student directed plays, “Collage”, will open on June 12 in Rogers Theatre.

The faculty/staff luncheon will be held at Pierce House on June 17<sup>th</sup> at 1:00 pm. Faculty and staff who are leaving LS will be honored at this time. School Committee members are invited.

### **Student Representative Report**

Tara Mehta, outgoing President of the Student Senate, introduced Carly Gordenstein, incoming President of the Student Senate. The Student Senate elections were very successful with a good group of new senators. Ideas for the next school year were discussed.

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### **Teacher's Association Report**

Susan Shields reported that the TA would be holding elections for the coming school year. Elections results would be reported to the School Committee at the June 16, 2015 meeting. Susan Shields and Shawn Lingley will be stepping down as TA Co-Presidents.

Incoming 9<sup>th</sup> graders from Lincoln and from Sudbury will be welcomed to the school in the coming week.

Susan Shields invited the School Committee members to attend a meeting held at the Sudbury Grange on Monday, June 8, from 4:00 to 5:30pm to meet with Senator Michael Barrett and third district representatives to speak about testing, evaluation, and educational mandates.

Teachers are saying goodbye to seniors and preparing for final exams.

### **Chairman's Report**

Elena Kleifges reported on new procedures for executive session minutes. All votes taken in executive sessions are voice votes rather than roll call.

Ms. Kleifges called the Committee's attention to the subcommittee assignments and asked members to let her know which working group or subcommittee they would like to be on at the next LS School Committee meeting.

She complimented the LS Music Department for the performances of LS music students at the Awards Ceremony, Senior Scholarship Ceremony, Memorial Service and Graduation adding that Thomas Grandprey has done a wonderful job transforming the Music Department at Lincoln-Sudbury.

### **Liaison Reports**

There were no liaison reports.

### **Superintendent/Principal's Report**

Ms. Wong presented a review of the 2014-2015 School Year. One of the goals for the year was to review and revise the school's Core Values. In doing so, a fourth Core Value was added, "Cultivating Community." Cultivating Community became the thematic focus of the year with the each of the other core values becoming the thematic theme for subsequent years. Efforts involved answering the question of "What does cultivating community look like?" and how to reinforce the concept for students and for faculty and staff.

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Another school goal that has been the focus of the past year was what does LS want students to know before they graduate? What are the core subjects/competencies required of all students; what are the essential attributes/skills; and what important habits of mind are to be instilled in students. This goal has been the subject of ongoing discussions among and within departments. As work continues in this subject, faculty will be examining how to identify this in the classroom and how to evaluate if students are learning what the faculty are teaching.

Technology initiatives continue to work in tandem with school goals. Learning to use Google Applications facilitates communication among and within working groups. Nancy Errico has been the organizing force behind our technology initiatives and has undertaken staff education in this area. We are thankful to her efforts to establish a plan and a time-line.

The Global Scholar Program has more than 50 students submitting Statements of Interest. The advisors for the program are JK Park, Guidance Counselor, and David Grace, History Teacher. Members of the Global Scholar Advisory Committee are Joan Campbell, Jen Garfield, Estee Hill, JK Park, Analisa Notaro, Mark Sobkowicz, Virginia Blake, Sandy Crawford, and Bella Wong. Travel options have been launched. LS students will be attending the Global Student Summits in 2015 (Davos) and 2016 (The Hague). The travel requirement can be made through travel offered by LS or by travel with students' families but it must be connected to the three global competencies: cultural awareness and empathy; language study; and in depth look at global issues. Ms. Wong has spoken with local educational support groups to solicit travel funds.

The last school goal has been to reflect on the LS educational program to ensure access to equity and excellence for all our students. To achieve this goal 5 elements are required: determining what is motivational and relevant to students; encouraging family engagement; instilling tenacity and perseverance as part of our instructional practices; using professional development to enhance teacher's strategies for educating all students; and leadership. Pursuing these five elements has led to the initiation and funding of the Beacon Program; including tenacity themes into the new METCO student orientation; the Walker Report to identify issues within student services; conversations about race; sharing strategies, IDEAS Professional Development courses; faculty discussions regarding student issues particularly centered on race; and

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generalized academic supports such as RTI (response to intervention) and PBIS (Positive behavioral intervention strategies).

Bella Wong also provided the Committee with a PARCC Update and statement addressed to PARCC that high functioning schools be excused for excess testing and funds saved to directed toward early grade education.

Ms Wong concluded her report with a recap of 2014–2015 school year events, mandates, and accomplishments.

Future events are the summer ED&E workshops, welcoming the new interim Director of Finance, Peter Rowe, transitioning to Google Apps; FY17 Budget, FY17 Capital Improvements, welcoming new staff, and continuing work on school goals.

### **Director of Finance and Operations' Report**

Patrick Collins recommended that the Committee vote to authorize the refunding of the outstanding debt with the goal of reducing interest costs.

#### **Vote: Bond Refunding Authorization**

Nancy Marshall moved “that in order to reduce interest costs on outstanding debt, the District is authorized to issue bonds or notes for the purpose of refunding all or any portion of its \$11,000,000 General Obligation School Bonds, dated October 1, 2005, including the payment of any premium and accrued interest associated therewith, and all other costs incidental and related thereto, under and pursuant to Chapter 44, Section 21A and Chapter 71, Section 16(o) of the Massachusetts General Laws, or any other enabling authority.”

Radha Gargeya seconded the motion and all members were in favor. Patrick Collins reminded the Committee that this must be completed by the latter part of July 2015.

Patrick Collins recommended that the Committee vote to appoint the following individuals as the OPEB Trustees:

David Leary as District Treasurer

Peter Rowe as Finance and Operations Director

Mark Sobkowicz, LSTA Representative

Toni Benhaim, Unrepresented (non-union) employee

David Levington (retired superintendent), Retiree

Betsey Wood (retired Math Teacher and Department Coordinator), Retiree

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Gerald Quirk, School Committee member, Chairperson of OPEB Trust

Nancy Marshall, School Committee Member

Kevin Matthews, School Committee Member

**Vote:** Appointment of Individuals as OPEB Trustees

Kevin Matthews stated, "I move that the above named individuals be appointed to three year terms effective July 1, 2015 as trustees of the Lincoln Sudbury Regional School District Retirees' Health Insurance Trust Fund to fulfill all responsibilities and duties specified therein and that Mr. Quirk be appointed as Chairperson of said trust."

Nancy Marshall seconded the motion. There was no discussion and all were in favor.

Patrick Collins recommended that the School Committee vote to transfer the sum of \$5,000 into the Revolving Fund for Transportation. It will begin the cycle of funding with the goal of increasing the fund balance on an annual basis, thereby providing the budget stability intended with the enactment of the law.

**Vote:** Transfer of Funds into Revolving Fund for Transportation

Gerald Quirk moved "...that the sum of \$5,000 be transferred from the FY15 regional transportation reimbursement into the Revolving Fund for Transportation (Fund 6001)."

Radha Gargeya seconded the motion. There was no discussion and all were in favor.

Patrick Collins ended with recommending that the Committee should undertake a discussion to result in a consensus on what to submit to each member town's Capital Committee at the end of October 2015 for consideration of funding in the FY17 budget process. Further, the draft Five-Year Plan leads to a discussion about building the district's Stabilization Fund which currently has balance of \$310,842. The committee could adopt a strategy of regularly including a sum in the annual operating budget to be allocated to the Stabilization Fund.

## **Information & Discussion**

### **Action Items**

In accordance with MGL c. 71 Section 16A, the school committee shall appoint a treasurer, secretary, and may appoint an assistant treasurer to act in the absence of the treasurer. Typically,

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these have been annual appointments with terms expiring on June 30<sup>th</sup>. Further, in accordance with MGL c. 71 Section 14E, the school committee shall appoint a district clerk. The following recommendation for individuals to serve these positions is specified in the proposed motion below:

**Vote:** Gerald Quirk: *“I move that the following individuals be appointed to their respective position effective July 1, 2015; David Leary, District Treasurer; Diane Kaufman, District Assistant Treasurer; Frances Zingale, District Secretary; Donna Cakert, District Clerk.”*  
Nancy Marshall seconded the motion. There was no discussion. All were in favor.

**Vote: Managers’ Employment Agreement**

Radha Gargeya moved to approve the Managers’ Contract which was negotiated for the four Housemasters, Curriculum Coordinator, Director of Student Services, and Director of Athletics and Activities. Kevin Matthews seconded the motion. There as no discussion. All were in favor.

Signed: Vouchers #1041, #1042, #1043,  
Signed: Payroll for 5/15/15, 5/29/15

**Other Business**

There will be a July 10<sup>th</sup> meeting of the Lincoln Sudbury Regional School District Committee from 8am to 1pm at a location to be determined.

**Calendar of School Events**

Class of 2015 Graduation	June 7, 2015
9–11 <sup>th</sup> Grade Awards Ceremony	June 11, 2015
LS School Committee	June 16, 2015
4 <sup>th</sup> Quarter Ends	June 19, 2015
Final Exams	June 22–26, 2015

**Adjourn**

On a motion from Nancy Marshall, the meeting was adjourned. Gerald Quirk seconded the motion and all were in favor. The meeting was adjourned at 9:45pm.

There was no Executive Session.

Respectfully submitted,  
Francy Zingale

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