

**LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT COMMITTEE
MINUTES
Tuesday, July 12, 2016**

**8:30 a.m.
Offices**

Donaldson Room, Lincoln Town

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

Also present: Bella Wong, Superintendent/Principal; Peter Rowe, Outgoing Interim Director of Finance and Operations; Sherry Kersey, Director of Finance and Operations; Chief Kevin Kennedy, Lincoln Police; Chief Scott Nix, Sudbury Police; Virginia Blake, Director of Curriculum; Sandy Crawford, and Jason Medeiros, Housemasters; Peter Elenbaas, Athletic Director; Steven Cirillo, District Treasurer; and Richard Sullivan of Powers and Sullivan.

Call to Order: The meeting was called to order at 8:30 a.m.

Bella Wong addressed the School Committee members regarding social media incidents that involved LS students which had taken place during the preceding weekend.

Presentation

Chief Kevin Kennedy, Lincoln Police and Chief Scott Nix, Sudbury Police
Chief Nix and Chief Kennedy informed the School Committee of programs undertaken within each police force to train local police officers in skills of de-escalation and awareness of individual biases that can affect outcomes in relationships with the communities. Law enforcement personnel are also increasingly in need of training in mental health issues so that they can deal effectively with such problems. Both Chiefs believe strongly that open communication between the law enforcement community, students, parents and school personnel is essential for best results in dealing with events that require police intervention. Chief Kevin Kennedy reported that the police appreciated the open lines of communication between his department and the high school. He added that the Community Based Justice monthly meetings had been well attended. Chief Kennedy valued the health curriculum interface with the Wellness Department at LS.

Ms. Wong reported that LS staff and administration are discussing and planning for tensions that may arise as a result of the presidential elections this fall. They are proactively planning to encourage conversations that are open and respectful. Radha Gargeya added that this is a critical time for our country and important to model proper behavior in light of missing filters among the voices of our current political leaders. Ms. Wong added that she would like to share with students the current training efforts of the police as further modeling for proper adult behavior. Chief Nix responded, and Chief Kennedy agreed, that they would be happy to continue to address students in Wellness classes or during assemblies or in any other venue recommended by the School Committee and LS Administration.

Both police departments are incorporating clinical clinicians/social workers and mental health coordinators into the way that juvenile cases are handled. Of particular importance are recognizing the cross over and amplifying effects of substance abuse/mental health/domestic abuse on young people today. The police are involved in Jail Diversion Programs and Community for Restorative Justice programs – both programs are aimed at keeping juveniles and first time offenders from ending up in court.

The Lincoln Police Department and Sudbury Police Department continue to express their concerns regarding legalization of marijuana. They also continue to provide opportunities for further A.L.I.C.E. training for students and teachers in both towns.

Global Scholars Program

Sandy Crawford reported on the Global Scholars Program student trip to The Hague to participate in the student summit on human rights. Ten LS students attended the conference. They visited the International Court of Justice and International Criminal Court. At the Student Summit on Human Rights, the students developed projects to ameliorate and address global human rights issues. The LS students were actively involved with teams that were recognized for insightful recommendations. LS students then visited London to attend a workshop on conflict resolution before visiting Dublin, Belfast, and Derry in Northern Ireland. The students learned first hand the ways in which family, clan and culture have shaped Irish identity and the part they played in the conflict in Northern Ireland. Visits to sites that were the location for dramatic, seminal events in that nation's history had a great impact on the students. Radha Gargeya hoped that the students' experiences in this trip could be shared with the rest of the LS student body so that all might gain insight into the nature of national and international conflicts. Ms. Wong agreed adding that sharing the

experiences among students might lead to improved enrollment in other potential travel programs such as a global student summit in Italy and a travel program to Peru which may have to be cancelled due to insufficient enrollment.

Housemaster Title Change to Associate Principals

The current Housemasters have researched similar job functions at other schools and took note of the historical negative connotations of the term Housemaster and have decided that their jobs are more accurately described by the term Associate Principals. Currently, the housemasters handle student discipline, oversee house teams, are involved in instructional leadership, and perform evaluations, etc. The title Associate Principal more accurately conveys their role at LS.

School Start Time

Ms. Kleifges brought up the issue of later school start time for LS. She requested input from the Administration team members present at the meeting. Peter Elenbaas, Athletic Director, reported that it has not been a topic of discussion within the Dual County League. LS currently has a slightly later start time than other schools in the conference. He pointed out that there are many ripple effects of changing the school start time.

Ms. Wong pointed out that the ability to change the school start time was largely a bus transportation issue. Gerald Quirk inquired whether the LS School Committee had reached alignment on the issue and opined that the disruption effect was not worth the trouble if the end result was a matter of less than an hour. Elena Kleifges countered that there was a community interest in the subject. It was suggested that an outside consultant to evaluate the additional transportation costs would be beneficial as would polling parents at town meeting to gauge the level of interest. Bella Wong reminded the School Committee of the additional cost to LS of \$350,00 resulting from a change in schedule by Sudbury Public Schools that was unanticipated and that it will be difficult to incorporate additional increases to the transportation budget in the FY18 Budget when the Transportation Contract will be up for re-bid.

School Goals for 2016–2017

Continuing school goals for 2016–2017 will be what students should be able to do by the time they graduate; assuring access to equity and excellence for all students; and providing support for the social and emotional needs of our students and staff. Ms. Wong stated that when our students are moved to out-of-district settings it is usually to address social-emotional needs of the students. The addition of an Intervention Specialist to the LS Staff will help us

address the needs of these students without the necessity of incurring out-of-district costs.

Another focus for the coming year is how to communicate high expectations to students. Faculty will focus on positive methods of giving feedback to students that encourages them to persevere, to develop the habit of tenacity, and to support increased rigor in students toward tasks assigned to them.

The core value to be emphasized this year will be “Respecting Human Differences” which will be remarkably timely given recent current events and the challenges of the coming political season.

Jason Medeiros reported that Jon Saphier, the author of **The Skillful Teacher**, has developed a course on ways an educational institution can encourage high expectations. Mr. Saphier has presented a preview of his course to the administrative staff and faculty in the past year. He will return to LS in November to work with faculty on ways to encourage perseverance, sophisticated ways to organize classrooms to promote high expectations and tenacity, and modeling enhanced instructional practices to build institutional capacity.

Sandy Crawford addressed ways LS seeks to support students who struggle in the classroom. Intervention strategies need to be developed to provide students with the skills they will need to be successful in the classroom. Many students who are disadvantaged by a lack of study skills are not eligible for Individual Educational Plans and so with the help of the Intervention Specialist, LS hopes to provide educational and skills-based support for struggling students.

Peter Elenbaas, Athletic Director, addressed endeavors underway to enhance respect for human differences among LS students. The faculty and staff seek to break down barriers for students that feel isolated or disenfranchised so that they see themselves as valid and important members of the community. For the past two years, the respect for human differences conversation has been driven by incidents in the news as well as incidents within the school which have centered around racial discord. Our conversations have to lead to awareness of other students who may feel “less-than” whether it be as a result of lower socio-economic status, students struggling with substance abuse, LGBT issues, or the result of physical disabilities. The administrators at LS are trying to anticipate issues that will adversely affect LS students.

LS School Profile and Transcripts

Virginia Blake reported on changes to the LS School Profile and Transcripts as a result of information supplied by the counseling department from conversations with college admissions offices. Learning to convey accurate information about LS, the degree of difficulty of coursework, and student performance in counselor recommendations is the reason for reworking the School Profile. It has become apparent that admissions personnel at colleges do not typically have an understanding of an LS education that will help them decipher the current School Profile.

Homework Free Breaks

Jason Medeiros has been working on the Student Senate request for homework-free breaks. In early fall, departments will discuss what would be gained or lost by granting this request. Mr. Medeiros commended the students on a thoughtful policy proposal.

Powers and Sullivan Audit

Richard Sullivan, of Powers and Sullivan, reported on the audit of LS financials. He commended LS on achieving a more suitable cash balance at the close of FY15. The revenue cycle, payroll cycle, journal entries and budget-to-actual are all in good shape this year. Other positive changes are the addition of the OPEB Trust and funds deposited in that account and the fact that they are now line items on the balance sheet. The asset presentation and liability presentation are all in conformance with state standards. This year's audit went much better than last year's audit. He thanked the staff's cooperation. Points for improvement are petty cash, a fraud risk assessment, and channeling fund requests through the warrant process.

Business Office Report

Mr. Rowe reported on the satisfactory close of FY15. Despite rising costs for regional transportation and out of district expenses, a higher than anticipated revenue and increased appropriations for regional transportation have resulted in a positive balance to the LS budget.

The Business Office is looking into the feasibility of using in-house Budget Sense for payroll. Brandi Mahlert will look into this. Budget Sense is capable of addressing this issue. We currently pay Harper's \$14,000-16,000 per year for their services.

Sherry Kersey reported that she had met with most stake-holders at LS and was well aware of issues to be dealt with in the coming year. She thanked

members of the School Committee for their time in meeting with her and looks forward to the year ahead.

Action Items

Warrants and Vouchers were signed.

Other Business

No other business.

Calendar of School Events

Teacher Workshop Day	August 29, 2016
9 th Grade First Day	August 30, 2016
First Day All Students	August 31, 2016
Labor Day Weekend	September 2-5, 2016
9 th Grade Parents' Night	September 6, 2016
LS School Committee	September 13, 2016
Back-to-School Night	September 14, 2016

Adjourn

On a motion from Gerald Quirk the meeting was adjourned at 1:49pm. Radha Gargeya seconded the motion. There was no discussion. All were in favor.

Respectfully submitted,
Francy Zingale