

LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT COMMITTEE
Meeting Minutes
Monday, December 10, 2018

Conference Room B
390 Lincoln Road
Sudbury, MA 01776

Present

Radha Gargeya, Chair; Patricia Mostue, Vice-Chair, Ellen Joachim, Carole Kasper and Kevin Matthews.

Also Present

Sherry Kersey, Director of Finance and Operations; Paula Myers, TA Co-President.

Bella Wong, Superintendent/Principal, Nick Carter, Student Representative, Tamara Andrews and Dedra Lewis, Metco Parent Representatives were absent.

Pat Brown, Sudbury Board of Selectmen was present.

Call to Order – Radha Gargeya called the meeting to order at 7:30pm. Radha shared that Bella Wong was absent due to the passing of her mother and offered condolences to Bella and her family. Sherry Kersey will present the budget on behalf of Bella.

Approval of Minutes

Approval of Minutes for October 23, 2018

Vote: On a motion made by Kevin Matthews and seconded by Carole Kasper, the Minutes for October 23, 2018 were approved. All were in favor; there was no discussion.

Presentation

Sherry Kersey, Director of Finance gave the 2019-2020 Budget Presentation.

Sherry provided background to the assumptions used to generate the FY20 (Fiscal Year 2020) budget numbers. School enrollment projections show a downward trend over the next 8 years – 150 fewer students (10% reduction) by 2025. State aid and revenues have been flat the last few years and we are seeing decreased federal funding. Out of District tuitions and employee Health Insurance costs are estimated to increase.

The Budget Financial Assumptions used are:

- Federal and state grants are level funded
- Salaries budgeted per agreements
- Special costs related to projected student need
- 10% increase to health insurance

- 5% increase in regular education transportation
- 10% increase to non MTRS pension funding
- Partial restoration to instructional capital
- 2% increase to expenses
- OPEB liability level funded (100% normal costs of July 1, 2015 valuation)
- No adjustment to current student fee structure

The Total Recommended FY20 Budget is \$33,882,069 (including LS Academy, debt & OPEB) which is a \$1,776,327 (5.53%) increase over FY19.

Sherry then reviewed projected reductions to close the budget gap, which are:

- Charge first year operational costs of LS Academy to LS Excess and Deficiency Fund (\$245,000).
- Draw from circuit breaker reserve (\$150,000).
- Reductions to operational costs and re-organization of staffing (\$200,000)
- Reduction to support and instructional staffing (\$142,155).

We will know more toward the end of January where we actually stand. Radha Gargeya added that this is the first outline of the FY20 Budget and the gaps and assumptions were discussed with the Finance Subcommittee. The process actually starts now and extends into early February to finalize the budget numbers. The budget will be presented next to both Lincoln and Sudbury Finance Committees. It will be presented to the LS School Committee at least three more times to review the numbers before the Committee makes its final recommendation.

A chart was shown comparing Out of District (OOD) costs over the last 4 years and projected costs for FY20, which is 10.5% higher than FY19. Radha Gargeya made the point that the number of students and the costs for Out of District placements are not directly related; costs are based on the type of program the student is enrolled in. Ellen Joachim noted that excess Circuit Breaker funds are allowed to be placed in a reserve which the Committee can then recommend the use of these excess funds to offset the projected increase in FY20. Patty Mostue asked if LS can negotiate the tuition with the OOD schools. Sherry said the tuition rates are set by the State; there is no negotiating.

She then moved on to review the Regional Assessments and how it works. She also noted a small capital expenditure request for a new Kubota tractor for \$55,000. not including any trade-in allowance we may receive. Sherry asked the Committee to approve supporting the replacement of the Football Stadium Field with funds from LS Excess & Deficiency. The amount would be tied to the proportion LS uses the field. Based on figures provided by the Sudbury Park and Rec Department, LS participation is no more than 50% of the total participation. The Football Stadium replacement is really a FY21 expenditure but Sherry said it could be approved as part of the FY20 budget process.

Sherry closed the presentation with a review of the Budget Timeline.

The FY20 Budget Presentation can be found on the LSSC website at:
<https://www.lsrhs.net/sites/schoolcommittee/files/2018/12/FY-20-Budget-Presentation-to-School-Committee-Dec-10-2018-v.3.pdf>

Public Comment – Pat Brown, Sudbury Board of Selectmen, stated that last year when Bella Wong presented to the Board of Selectmen requesting the use Excess & Deficiency funds to cover operating expenses, Bella mentioned that LS would conduct a review of the Nashoba Health Group (MNHG) Insurance costs. Pat asked if LS did conduct the analysis. Sherry Kersey answered LS did in fact go out to bid in October, 2018 for insurance coverage providers and the proposed rates received were actually higher than our current MNHG rates. She said the Insurance Review Committee recommended to the School Committee at their last meeting to stay with MNHG for one more year and revisit other insurance options next year. Pat Brown requested that Sherry include an explanation regarding the insurance expense analysis and process to switch to a new carrier as part of the LS Budget Presentation for the upcoming Board of Selectmen meeting.

Pat wanted to follow up regarding previous discussion relating to usage fees for turf fields 1 & 2 and gate fees for the community field, she'd like to continue the discussion. Radha said that he would work with Sherry to gather the necessary data and get back to Pat.

Recognitions – No recognitions were shared due to the absence of Bella Wong.

Student Representative Report – Radha Gargeya stated he received an email from Nick Carter, Student Representative, who said there were no updates on the current affairs of the Senate. The Senate is still working on the LS/Concord-Carlisle food drive, the annual Santa fundraiser, and the Homework Policy review.

METCO Parent Report – No report was given.

Teachers' Association Report - Paula Myers, Vice-Chair, shared that teachers are currently conducting mid-quarter check-ins with students. The Depression Workshop held last Tuesday, December 4th was a success and involved approximately 40 student leaders and 20 teachers. On December 12th the Middle School and LS Department heads will be meeting.

Chairman's Report

- Procedure for filling the vacancy on LS School Committee – Radha Gargeya said he consulted with the LS Regional Agreement and the LS District Clerk about the process of filling the vacancy left by Craig Gruber's resignation. They had to look back to 1997 when a similar event happened. Radha reported that the position can be filled by the recommendation of the remaining members of the School Committee along with the Chairs of Board of Selectmen of both Lincoln and Sudbury. This group can interview candidates and make a decision. The deadline for names of interested candidates is 12/10/18. Tomorrow, the District Clerk will gather all the applications and forward them to the Interview Committee members. The candidate who is appointed will serve until the end of the Sudbury Town Meeting

this year. The Regional Election will be held at the end of March, 2019 and the Committee seat will be added to the ballot. It will be a one-year term from May, 2019-May, 2020. Radha emphasized that Committee members cannot discuss candidate criteria ahead of the interview. He also noted that the Regional Agreement describes the process but not the criteria. Radha suggested that the Committee members meet a half hour before the interview to determine the criteria.

- **2019 LS School Committee Office Hours/Listening Sessions** – Radha Gargeya issued a list of tentative dates for future Office Hours/Listening Sessions, and asked for volunteers to sign up for some of the slots. Carole Kasper asked about adding a Boston Listening Session in the Spring. Radha asked the members to review and approve for posting on the LSSC webpage. There were two changes noted to the dates and then the Committee approved posting the dates.

Kevin Matthew excused himself from the meeting at 8:40pm.

Liaison Reports

- **Lincoln** - Patty Mostue is meeting with Lincoln senior citizens regarding the budget and during a coffee hour on January 30, 2019.
- **MARS** (Massachusetts Association of Regional Schools) - Carole Kasper reported there was no meeting this month, it was moved to January, 2019.
- **8-9th Grade Transition** – Carole Kasper shared that she is attending another planning session this Thursday with Dr. Hobbs from LPS regarding the transition program. They are firming up the logistics and putting together a communication plan. Looking at a February, 2019 date.
- **Listening Sessions** – Carole said she is holding Listening Sessions this Wednesday in both Sudbury and Lincoln.
- **Tri-District Forum** - Radha Gargeya reported that he met with Lisa , SPS and Tim LPS Committee Chairs last Saturday regarding the proposed Tri-District Forum. They are in the process of refining ideas and once they have more definition he will share with the Committee. Potential dates for the Tri-District meeting are March 11, 2019 or March 26, 2019, these dates work for SPS and LPS. He asked Committee members to please let him know their availability.
- **School Start Time Subcommittee** - Ellen Joachim shared that she attended the SPS School Start Time Subcommittee meeting on November 29th and relayed they are looking to move ahead and are planning to begin to price out different scenarios. Radha added that when he met with SPS and LPS, he found out that the first Tri-District meeting was held on October 21, 2015 and one of the topics presented was Late School Start by Dr. Deede who also spoke on Sleep and Teenagers. The second

meeting on May 17, 2016 included the topic of school start time presented by the Newton School Committee Vice-Chair who discussed the multi-step process they used to study logistical issues. The reason he brought this up was to point out that the discussion relating to start time and teenagers was actually started here and it needs to be continued.

Superintendent/Principal Report - No report was offered due to the absence of Bella Wong.

Director of Finance and Operations Report

Sherry shared copies of the 2018-19 Enrollment Report and 2019-20 Projection. The document explains how the enrollment analysis and projections are derived. We are showing only a one student difference from 2017 to 2018, (1529 versus 1528 total enrollment). Looking at the numbers the model seems to be on target. She reviewed the 5 year and 10 year trends which show enrollment going down to less than 1300 students in 10 years. She noted that the process also looks at both the SPS and LPS projections.

Ellen Joachim asked if we factored in the Meadow Walk or Malone developments. Sherry answered yes the projection includes the Meadow Walk development but she is waiting on approval of the Malone development. She said that a number of students living at Meadow Walk were already students attending LS who moved within Sudbury so were not actually new to LS.

Sherry moved on and reviewed a chart showing the Regional Apportionment Ratio for the two towns and explained how it is calculated. The chart lists the apportionment % back to FY03. The current FY20 ratio is 12:54% Lincoln and 87.46% Sudbury.

Information and Discussion

- Discussion about School Committee Goals for 2018-19 – Radha Gargeya referred everyone to the draft of the goals. He said the Committee was not voting tonight but he wanted to have a quick discussion for additions or edits, etc. Radha gave some background on how the goals were developed. The goals were limited to no more than two so they could be manageable and are related to the LS Core Values. The goals this year focus on Communication and Initiatives.

- Communications include LSSC-to-Community and Community-to-LSSC.
- Initiatives include School Start Time, School Safety and Strategic Planning.

Patty Mostue commented the goals are ambitious but real. Radha Gargeya noted we have not issued a final report from the Safety Committee, we need to close the loop. Carole Kasper said the Safety Committee is no longer meeting so they can't issue a final report. She suggested we combine all their materials and make it available as the final report.

- Discussion about each of the Subcommittee's missions, goals and objectives, reporting requirements, and possible initial charges - Radha asked the Committee members to review the Subcommittee descriptions and goals and let him know if they have any revisions. A brief discussion followed and minor edits were made to the documents. A final version will be approved at the Committee's next meeting.
 - Finance Subcommittee
 - Strategic Planning Subcommittee
 - Policy Subcommittee
 - Supt/Principal and Faculty Evaluation Subcommittee
 - School Start Time Subcommittee

Radha Gargeya announced that the first Budget Presentation to the Lincoln Finance Committee is Dec. 12th, he encouraged members to attend if possible. LS is scheduled to present at 8:30pm.

Action Items

Vouchers #1046-1049 - The vouchers were reviewed, approved and signed.

School Committee Goals – Vote was postponed until Jan. meeting.
 Superintendent/Principal Goals – Vote was postponed until Jan. meeting.
 Votes on each of the above subcommittees – Vote was postponed until Jan. meeting.

Other Business – No new business was discussed.

Calendar

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| Winter Instrumental Concert | December 13, 2018 |
| December Recess | December 24, 2018 |
| School Resumes | January 2, 2018 |
| Cabaret Concert | January 11, 2019 |
| January 8 th SC meeting – will announce dates for new member appointment | |

Public Comment – No public comment was offered.

Adjourn

Radha Gargeya asked for a motion to adjourn the meeting, there was no Executive Session scheduled tonight.

Patty Mostue made a motion to adjourn the meeting and Ellen Joachim seconded. A Roll Call was taken and all were in favor; there was no discussion. The meeting was adjourned at 9:20PM.

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