

LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT COMMITTEE
MEETING MINUTES

Wednesday, September 26, 2018

Conference Room B
390 Lincoln Road
Sudbury, MA 01776

7:30 pm

Present

Radha Gargeya, Chair; Patricia Mostue, Vice-Chair; Ellen Joachim, Carole Kasper were present. Kevin Matthews participated remotely. Craig Gruber was absent.

Also Present

Bella Wong, Superintendent/Principal and Shawn Lingley, TA Co-President. Sherry Kersey, Director of Finance and Operations was absent.

Call to Order

Radha Gargeya declared that the committee had a quorum and called the meeting to order at 7:35pm. He noted that Kevin Matthews was participating remotely.

Approval of Minutes

Radha Gargeya pointed out that the Open Meeting Law states that when minutes are edited, committee members cannot share the edits with each other. Committee member edits and/or corrections must be sent to Toni Benhaim who will then combine them into one final draft. He asked members to read through the edited minutes and approve them.

Approval of Minutes for June 26, 2018.

On a motion from Patty Mostue and seconded by Carole Kasper, the Minutes for June 26, 2018 were approved. All were in favor; there was no discussion.

Approval of Minutes for August 16, 2018.

On a motion from Carole Kasper and seconded by Ellen Joachim, the Minutes for August 16, 2018 were approved. All were in favor; there was no discussion.

Approval of Minutes for September 11, 2018.

Approval was postponed to the 10/16/18 meeting, edits are still being compiled.

Public Comment

Radha Gargeya recognized Pat Brown from the Sudbury Board of Selectmen as being present. No public comments were offered.

Recognitions Bella offered the following recognitions:

- Another successful Back-to-School Night was held on September 12th and Bella especially wanted to thank Thomas Grandprey and the LS student musicians for the

music performed during the evening. Keaton Silsby, Simon Abdal-Dhabir, Julian Flack, Tommy Kneeland and Gavin Merrill-Skoloff performed jazz and rock; Colton Simon performed on violin; Emma Christman and Ethan Minkoff as the violin ensemble; Veronica Buo and Reetom Gangopadhyay performed on piano; and Blake Thomas performed jazz and blues on guitar.

- Michele Blackburn, Executive Assistant of the Massachusetts Interscholastic Athletic Association, has announced that Lincoln-Sudbury Regional High School appears on the MIAA Sportsmanship Honor Roll list for the 2017-2018 school year. This indicates that there were no disqualifications of LS athletic events of any students at any level at any sports event.
- On Thursday, September 27th, the LSPO will be sponsoring "Supporting Teens in Reducing Their Stress (and Ours)" by Matt Bellace. The presentation will focus on reducing stress, adolescent brain development, substance abuse and encouraging teens to be resilient. Matt Bellace is a comedian and neuropsychologist and author of the book *A Better High*. Mr. Bellace will address LS students on "Natural Highs and Making Healthy Choices" on Friday, September 28th at 10am in the LS auditorium. Our thanks to the LSPO for providing these presentations and also for helping to organize the student assembly on Friday.
- Special Education Parent Advisory Committee will offer their first of 4 workshops at LS in Conference Room B on October 2nd entitled, "Federation for children with special needs: Ask me anything!" This workshop will provide an overview of the transition planning process for families of students with disabilities ages 14-22 on IEPs.
- The first CONNECTIONS event will be held on Wednesday, October 3rd from 7:30 to 9:00 PM in the LS Cafeteria. The subject is "What every parent should know: A conversation about the 5 risk factors of addiction." The evening will provide an opportunity for parents to hear, think about, and discuss the five greatest factors that put our children at risk for addiction. School Resource Officer Kim Walch will be present to introduce herself and describe her role in the school as well as discuss ways that parents can work with the school and with the local police to help keep students safer. Thank you to Sarah Greeley and Dave Bloom who help coordinate the connections.
- LSB Players, partnered with Project LS and the Gay Straight Alliance will stage a reading of *The Laramie Project* with faculty/students participating in the reading on October 12, Friday, at 7:30pm in the LS Auditorium. *The Laramie Project* is a play written in 2000 about the reaction to the 1998 murder of a gay University of Wyoming student. The play draws on interviews conducted with inhabitants of the town of Laramie, published news reports, and journal entries.

The following faculty will participate: Tracy Burke, Becky Chen, Katie Collamore, Colleen Demers, Nicole Frattaroli, Susan Frommer, MJ Galano, Jen Garfield, Kelly Gaudreau, Chris Harding, Lori Hodin, Amanda Klein, Shawn Lingley, Christina McAuliffe, Jason Medeiros, Allison Richardson, Matt Skelly, Caroline Singler, and Dani Weisse.

- The annual Math Olympiad Competition will be taking place on the morning of October 18th in the LS Cafeteria. Between 50 and 100 LS Students (grades 9-12) will be taking the competitive exam. Chris Stanek is organizing the competition.

Student Representative Report

There was no student representative report.

METCO Parent Report

There was no METCO Parent report. Radha Gargeya suggested we contact Shelly Hinds, METCO Director, to confirm the names of the parents who will be our liaisons this year. Bella Wong added that Shelly is doing a fantastic job and that the Boston parents recently organized a cookout in Boston to meet Shelly, which was wonderful. Shelly has scheduled two college tours for her students; October 17th campus tours in western MA and on November 10th, a trip to NYC to attend a College Fair where historically black colleges participate.

Teachers' Association Report

Shawn Lingley, Co-TA President shared that everyone is geared up and running in the new school year. He noted that the Student Activities Fair was held on Thursday and Friday, September 13th & 14th, and he strongly recommended that committee members experience the fair. He shared that he enjoys walking through and seeing students who are excited about their clubs. It's great to see faculty being supportive of these initiatives and it's also a way to see students in a very different element.

Shawn disclosed that the Teachers' Association and school administration are working to launch the Co-Curricular Review Committee (CCRC). This group is new in the 2018-2021 Agreement and is tasked with overseeing the allocation of Schedule B funds in order to provide better oversight and responsiveness than in years past.

Chairman's Report

Radha Gargeya recounted that today there were enough members present to declare a quorum and therefore the meeting was a go. He asked members to please make every effort to attend meetings and to please let him know as soon as they can, if they will not be in attendance. He explained that a quorum has to be physically present in the room before a meeting can be called to order.

Radha shared that he hosted the committee's office hours and Listening Session on Sept. 25th at the deCordova Museum in Lincoln. Unfortunately, no parents were present, but he shared that he had a very good conversation with Julie Bernson, Deputy Director for

Learning and Engagement for the museum. They discussed ways the museum and LS can participate in joint ventures, including internships for students and evening programs for families. Admission is free to Lincoln families and for LS students with a student ID. They also offer Educator programs as well as professional development and graduate level courses. Radha shared with her about our ART DAY presentations. The next Listening Session is scheduled for Thursday, September 27th at the Goodnow Library.

Liaison Reports

Carole Kasper added that she held a Listening Session on Sept. 25th at Sudbury Coffee Works; unfortunately, no one attended. She said even though no one attended the session, it's good to just be out and present in the community. Future Listening Session will now be posted with the agendas each month. On 9/18 she attended the MARS (Massachusetts Association of Regional Schools) professional development session. She was the only School Committee member in attendance; most attendees were Superintendents, District Treasurers and Business Managers. The session was very informative and focused on how Regional districts are different from regular school districts. Lots of resource materials were distributed, which she will share with committee members.

Radha Gargeya provided updates on committees that he is involved with:

- He attend the Sudbury Budget Strategy Task Force meeting on 9/13/18 . The committee decided its schedule for year and then discussed FY19 and FY20 finances. The Task Force has a lot of new members this year, including the new Superintendent for Sudbury Public.
- Sudbury CIAC – meeting on 9/17/18.
- Sudbury Fin Com – 9/24/18 – Bella presented the proposal for 420 Lincoln Road and Radha, Carole and Kevin attended for support.
- Sudbury Board of Selectmen – 9/25/18 – Bella presented the proposal for 420 Lincoln Road and Radha and Carole Kasper attended for support.

Patty Mostue, Ellen Joachim and Kevin Matthews had no Liaison report updates.

Superintendent/Principal Report Bella Wong shared several updates:

- The new key card access system went live on Thursday, 9/13/18. It's been 2 weeks since implementation and it has gone very smoothly. The students have been great. The Front office will now buzz in all visitors. They have also streamlined the sign-in process. Guests now sign in via an iPad that automatically records their information in a database. Once visitors sign-in they are given clip-on Visitor Badges to wear. Radha Gargeya shared that on his last visit to LS, he used the new sign-in procedure and wore the badge and that it was a fairly easy process.
- Bella emailed parents today about the three upcoming surveys that will be administered to students, parents and staff. A link will be sent to parents at the same time the students are taking the survey. The surveys will be administered during Block 5 classes. The reason Block 5 was chosen is that due to the number of Monday holidays, it meets the most times this quarter than other blocks.

- Bella is in the process of planning guest presenters for upcoming School Committee meetings. The below presenters are scheduled through December:
 - 10/16 Virginia Blake – New Accountability System, MCAS report and ED&E workshops
 - 10/23 Leslie Patterson and Martha Wall, co-chairs for Racial Climate Task Force, to give updates on what they are doing.
 - 11/06 Virginia Blake – Class size and staff reports.
 - 11/20 Aida Ramos – Student Services – Coordinated Program Review
 - 12/07 Budget Presentation by Bella Wong

The remaining presentations will be forthcoming, Departments are on a biannual rotation to showcase their work and for the committee to ask questions. Bella is also considering inviting the Music Working Group and Safety Council to present. She asked members to let her know if they have any suggestions for presentations that they'd like to see.

- Upcoming School Events: Celebrate the Sciences Day is all day Friday, 10/26. They are looking for volunteers from the fields of science and technology to give presentation to students. The League of Women Voters will be at LS on Wednesday, 10/10 during the lunch and ACA blocks for Voter Registration Day.

Proposal for 420 Lincoln – Bella gave an update about the proposed use of \$350,000 of Excess & Deficiency funds to renovate the property at 420 Lincoln Road to create the “LS Academy” program. She is very excited to launch this program which will allow students currently in out-of-district placements to rejoin LS and stay close to our community and to extracurricular activities. Bella stated that she was hopeful that the school committee would vote yes to appropriate these funds. The sooner we can start to talk about the program with families, the sooner we can maximize our enrollment.

Bella then provided recaps of the various town committees that she has spoken to:

- On 9/25/18 she met with the Lincoln Fin Com. She was grateful that they invited all appropriate Lincoln liaisons to attend the meeting, which allowed her to present to all involved parties at one time. All present provided strong favorable support for restoring the property and E&D fund usage.
- On 9/17/18 Bella presented to the CIAC (Capital Improvement Advisory Committee), Pat Brown from the Board of Selectmen was also in attendance. Feedback received was very positive. They expressed support for the educational intention of restoring the property. They asked a lot of questions and were very receptive to the concept of using the E&D funds.
- On 9/25/18 Bella presented to the Sudbury Board of Selectmen and they too asked a lot of questions. It was clear that there was positive support for the concept, the use of E&D funds, and educational intent of the project.

- Bella is now scheduled to attend a Lincoln Board of Selectmen meeting on Monday, 10/1/18. They have asked for a summary of what has happened to date. Bella will share the summary with the committee.

Carole Kasper asked for a brief history of how these specialized educational programs have been initiated in the past. Bella answered that 4 years ago the BEACON program was launched and as a result our 45-day placements have been halved. The ACE program was reorganized two years ago. Last year 20 students graduated from the program. The LINK program split into two units: students with non-verbal learning disabilities and students who are on the spectrum. All programs are currently fully enrolled. For the LS Academy enrollment, examination of our trends will help us identify students who could benefit from the program. There are currently 62 students in Out of District Placements with 17 placed in Day Programs for social/emotional disabilities. Approximately 50% of our IEP referrals are for social/emotional disabilities. Bella replied that she will apply for additional funds through grants to help offset staffing costs.

Ellen Joachim asked how much flexibility do we have regarding the number of students. Bella replied that we are using a conservative estimate of \$62K per student in tuition and transportation costs. Bella stated they've adjusted the projected FY20 expenses to reflect one teaching assistant rather than two based on an initial enrollment of between 6 and 10 students.

Carole Kasper inquired if applications from other districts would be permitted. Bella replied that approval would be at our discretion and based on space availability.

Kevin Matthews raised a concern regarding funding staffing costs with a grant. He commented that enough revenue to cover the costs would be necessary once the grant runs out. Kevin also expressed concern about the risks involved in including students from other communities. While expressing total support for the project, he was concerned about the possible risks. Ellen Joachim added that grant funding would allow for a little breathing room while we build the program.

Carole Kasper asked for clarification on how the construction costs were derived. Bella Wong explained that the district had conducted an architectural study on the building when it was being considered for an innovation center. What we are looking to create now is not that different in space needs. Kevin Rossley has been gathering estimates from contractors and architects. So far, the asbestos and oil tank have been removed, the roof repaired, and rotten wood replaced. The interior space is wide open and all that needs to be done is to finish the area and add bathrooms. A motorized lift from the 1st floor to 2nd floor will also be installed. Bella said she is confident that the project will not exceed the projected \$350,000.

Ellen Joachim asked for clarification regarding the 45-day issue with the Boards of Selectmen of the two towns. Radha Gargeya explained that if the committee voted today for use of the E&D funds, the clock starts ticking. We have 45 days to go to the Board of

Selectmen. If the Board of Selectmen approve the request but take no further action, at the end of the 45 days we get to use funds. The other option is for the Board of Selectmen to include the request as an item in a special Town Meeting. He said we would voluntarily agree not to use the funds if one of the towns wants to wait for a town meeting. Both towns have to agree to let the 45 days run out.

Vote – Radha Gargeya asked if there were no more questions, that a committee member make a motion. *The motion is to approve the use of \$350,000. in Excess & Deficiency funds for the renovation of the 420 Lincoln Road building, but to not act on it and waive the 45-day period if either town's Board of Selectmen puts the transfer as an article for a Town Meeting vote outside of the 45 day period.*
Ellen Joachim made the motion, Carole Kasper seconded and the motion was approved by all. Craig Gruber not present.

Director of Finance and Operations Report - Sherry Kersey was not present, Bella Wong provided the report in her absence.

- Bella reviewed the draft of the Preliminary LS Budget Calendar.
- On 9/21/18, Sherry Kersey started the Health Insurance bid process.
- Minuteman Nashoba Board of Directors meeting on 9/4 - the retiree premium rates were disclosed - effective Jan. 2019: Tuft Medicare Preferred PDP Plus a 0% increase, Tufts Medicare HMO a 1% increase, and for Fallon Senior Plan a decrease of -1.3%.
- Sherry filed a FY20 Capital Funding request with Lincoln on 9/21/18. A vote is needed tonight on this item which is for the Kubota tractor. Sudbury Capital requests are due 10/10/18 for the May Town Meeting.
- Community field replacement – Update of the cost of the project – revised figure is \$650,000 including materials, engineering and a contingency. A decrease of \$200,000.
- End of Year Financial Report was filed on 9/25/18.
- FY2018 Excess & Deficiency report is due 10/31/18 and Sherry Kersey is on target to submit the report.

Carol Kasper asked if the committee will receive quarterly financial reports in Oct. Bella replied that Sherry has committed to issuing the quarterly report.

Information and Discussion

Action Items

EDCO Representative vote - The Committee needs to elect two members to serve as representatives to EDCO. The Superintendent by law is one of the representatives on the board, so the committee needs to vote on a School Committee member to serve. Ellen Joachim volunteered.

VOTE: Carole Kasper made a motion to appoint Ellen Joachim as the non-voting member representing the LS School Committee at EDCO. Radha Gargeya seconded the motion. There was no discussion. All were in favor. Craig Gruber was not present.

LS Academy (420 Lincoln Rd) - approved.

LS Capital Request for Lincoln - Bella Wong explained that the Lincoln request is due on 9/21/18 and Sudbury's is due on 10/16/18 and will be voted on at the next meeting. The motion would be: The Committee supports the request for \$7,172 from the town of Lincoln for the purpose of purchasing the Kubota tractor. The tractor is replacing a 2002 tractor currently in use.

VOTE: Carole Kasper made a motion to approve the request for Lincoln Capital Funds to purchase the Kubota tractor. Patty Mostue seconded the motion. There was no discussion. All were in favor. Craig Gruber was not present.

Other Business

There was no other business.

Calendar

LSPO sponsored event "Natural Highs
and Making Healthy Choices" - by Matt Bellace
CONNECTIONS: Risk Factors for Addiction
LS School Committee Meeting

September 27, 2018
October 3, 2018
October 16, 2018

Public Comment

There was no public comment.

Adjourn

Radha Gargeya requested a motion to adjourn the meeting and to go to Executive Session to discuss the deployment of security personnel or devices, or strategies with respect thereto..

Ellen Joachim offered a motion to adjourn to Executive Session and not to return to Open Session, Patty Mostue seconded the motion. A roll call was taken. All were in favor. Craig Gruber was absent. The meeting was adjourned to Executive Session at 9:40PM.

Respectfully submitted,
Toni Benhaim