

**LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT COMMITTEE  
RETREAT MINUTES  
Monday, June 24, 2019**

**Donaldson Room  
Lincoln Town Hall  
16 Lincoln Road  
Lincoln, MA 01773**

**9:00 am**

**Present**

Ellen Joachim, Chair; Carole Kasper, Vice-Chair; Cara Endyke-Doran, Kevin Matthews, Patty Mostue and Candace Miller (until 11:15 am).

**Also Present**

Bella Wong; Superintendent/Principal; Chief Scott Nix, Sudbury Police; Detective Ian Spencer and Lieutenant Sean Kennedy, Lincoln Police; Jason Medeiros, Peter Elenbaas, Leslie Patterson, Sandy Crawford, Tracy Ryan, Associate Principals; Virginia Blake, Curriculum Coordinator; Aida Ramos, Director of Student Services; Art Reilly, Athletic Director; Martha Wall, ACE Program Manager; Shelly Hinds, METCO Director.

**Call to Order**

The meeting was called to order at 9:01 am. Ellen Joachim requested a motion for the meeting to enter Executive Session. Carole Kasper offered a motion to enter Executive Session to discuss the deployment of security personnel or devices, or strategies with respect thereto, and to return to open session. Cara Endyke-Doran seconded the motion. A roll call vote was taken. All were in favor.

Open meeting resumed at 10:36 am.

**Presentation**

Virginia Blake reported on the successful roll-out of ASPEN, the new student information system. Power point presentation is attached. Ms. Blake and the LS ASPEN team have been well supported by Follett in assisting in the education of employees. Ms. Blake extended her gratitude to Seth Weiss for his creative customization of the product to improve ASPEN's addressing particular LS needs. ASPEN has provided an opportunity to revisit LS school practices which is underway and provides a means of communicating and collaborating with other schools employing ASPEN which will be mutually beneficial.

Ms. Blake informed the School Committee members that work will continue during the summer break to update the LS website. The website will be ADA (Americans With Disabilities Act) compliant and will be tied with the student messenger system. There will now be a text-to-voice screen reader as well as a link with Google Translator. There will now be one source of information.

Ms. Patterson, Associate Principal, reported on internal endeavors for 2019-2020 to develop strategic direction. A meeting of staff and faculty will be held on July 11th to discuss a method for developing 3-5 strategies during a 3-5 year time frame as well as a method for evaluating ongoing progress toward the strategic objectives. The Department of Elementary and Secondary Education (DESE) has a plan for success that may be utilized and Dorothy Presser has addressed the group on practical aspects of the project.

The Self Reflection Report for NEASC (New England Association of Schools and Colleges) has been completed. Areas targeted for improvement are to update the departmental curriculum guides and to narrow achievement gaps among students of varying demographics. Standards required by NEASC provide a guide for a strategic plan for growth for LS. There will be a NEASC Site Visit October 21-22, 2019.

The School Council expects to provide a school improvement plan to the LS School Committee early in the fall.

The LS Academy will open in September 2019 beginning in temporary accommodations for the first few months.

Peter Elenbaas and Leslie Patterson informed the School Committee members of discussions for an E-term at LS which would involve 5-day courses in exploratory and experiential learning that will be graded on a pass/fail basis at the end of the school year. The idea has received positive feedback from faculty. 9-11th grade students would take the E-term course after final exams and would receive credit for it.

Lastly, gender climate will be the focus of a professional development day during the coming school year.

### **Adjournment**

Ms. Joachim requested a motion to end the meeting. Patty Motue moved to adjourn and Carole Kasper seconded the motion. All were in favor.

The meeting ended at 12:10 pm.

### **Calendar**

Teacher Workshop Day	August 26, 2019
9th Grade Orientation	August 27, 2019
First Day All Students	August 28, 2019

Respectfully submitted,

Francy Zingale

School Committee Secretary