

DRAFT
LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE MEETING
TUESDAY, MAY 12, 2020

7:00 PM

Google Meet

Present

Ellen Joachim, Chair; Carole Kasper, Vice-Chair; Cara Endyke-Doran; Candace Miller; Patty Mostue. Kevin Matthews was absent.

Also Present

Bella Wong, Superintendent/Principal; Peter Rowe, Director of Finance and Operations; Paula Myers, Teachers' Association; Caroline Singler, Earth Science; Takia Myers and Monica Singletary, LS METCO Parent Board; James Powers and Todd Jorsczyk, Powers and Sullivan.

Call to Order

Ellen Joachim called the meeting to order at 7:01 PM.

Public Comment

There was no public comment.

Presentation

Caroline Singler, LS Earth Science teacher, reported on the Earth Watch Trip with four LS students to study Flammulated Owls in Utah in June 2019. The mission of the trip was to connect the students with scientists in the field, for students to assist in the scientific research and to explore what a career path in Environmental Sciences might look like. The study seeks to understand the stressors of these cavity nesting owls from environmental changes. Students collected data on tree canopy density, plotting the habitat being surveyed, catching owls via a mist net and tagging them. The field trip was an extension of the Earth Science curriculum.

 **_LS-Earthwatch Utah Owls SC Presentation.pptx**

James Powers and Todd Jorsczyk, auditors from Powers and Sullivan, presented their findings from the recent audit of FY19. The audit focused on the results in improved internal controls and management noted in a previous audit. The Business Department made dramatic improvements in its ability to provide data reports and reconciliation reports. The auditors noted that because of the uncertainties inherent in FY21 as a result of recent events, it was more important than ever to have in place detailed policies and procedures to document use of federal grants, balances of financial statements, and reconciliation of bank accounts, and maintain records of fixed assets to track depreciation. In addition, the auditors commended the business department for improved segregation of duties required between the District Treasurer and the Business Office.

Ms. Miller inquired what guidance Powers and Sullivan might offer to lead the district through the transition to a new Director of Finance and Operations and the difficulties presented by the coming budget years. Mr. Rowe stated that areas of future concern were assembling supporting documents for withholdings for health insurance. The office looks forward to adding an accountant to staff to complete its staffing.

Mr. Powers and Mr. Jorcszyk addressed the Other Post Employment Benefits Fund and suggested that contributions to the long-term liability fund might be postponed during difficult budget years with the intention to catch up at a later date. All in all, the auditors felt that LS finances and financial practices were in good order.

Recognitions

Jess Sperandio and Paul Sarapas announced with pride that the fabulous LS Forum editors have created their first remotely produced online student newspaper! Just before school closed a 'typical' work weekend was scheduled to produce Issue 5. The students pulled together a short six page issue for starters with articles already written on The Racial Climate Task Force, our beloved and sorely missed B&G department, and articles written for Desiree Butter's Spanish class. These articles are in Spanish followed by the English versions.

lsrhs.net/students/forum

Special thanks are extended to Chuck Despotopulos and the LS Tech Team assisting in creating the best online option and Editors Josie Halporn and Justin Lewitus for making this new production modality going forward!

The L-S Musicians' Union will release a **Quarantine Coffeehouse** set on Friday, May 15 on YouTube!! The show will feature solo performances by several of the MU members including: Enzo Goodrich, Chris Li, Abby Ganz, Ryan Gies, Tommy Kneeland, Maria Hamandi, Tim Matjucha, Eva Balogh, Michaela Holman, Advisor Dan Schuler, and more!! The event will be a fundraiser for St. Vincent de Paul at St. Anselm which helps provide financial support and resources to those in need. It is held in remembrance of Christopher Manente, LS senior who passed away last year.

Advisors Jen Garfield and Matt Skelly announce that The 2020 edition of the LS Fountain has just been released. <https://sites.google.com/lsrcs.net/thefountain/home>
The LS student editors have worked hard to learn a new platform and create a marvelous collection. They feel strongly that the world needs art and poetry now more than ever. Thanks to Matt Skelly for his talented design skills and Dennis Phillips and the tech team for their help in transitioning to a digital form.

Ms. Wong congratulated Sandy Crawford, Shari Idelson and Kathleen Thompson who organized signs congratulating LS 2020 Seniors. Teachers and staff delivered the signs to seniors houses in both Sudbury and Lincoln. It was an uplifting and fun event to be able to do something for our senior class.

Student Representative Report

There was no Student Representative Report.

METCO Parent Representative Report

There was no METCO Parent Representative Report.

Teachers' Association Report

Paula Myers commended the Instructional Technology staff members Megan Notari and Jim Berry for their able assistance to all staff members while transitioning to online learning.

Chairman's Report

Ms. Joachim had nothing to report.

Liaison Reports

Carole Kasper reported that the Strategic Planning Steering Committee met on May 12, 2020. Leslie Patterson and Dan Conti, Chairs, connected with Jay Vogt, Consultant to the Committee. Next week subcommittees will be meeting again as a draft is created of the work process. The Strategic Plan will be considered the NEASC growth plan.

Superintendent/Principal Report

Covid19 Update

Ms. Wong reported that Phase III of online learning has commenced with structured class time and a focus on 20-30 minute synchronous learning that week either in video conferencing or Google Meet. Initial feedback indicated that students and teachers were happy to "see" one another. Teachers and Administrators are collecting feedback on the schedule and framework of online learning from the students' point of view as well as the total workload for students. The early feedback indicates that faculty are finding logging attendance easier with synchronous meetings and that students are engaged. Surveys continue to acquire data on student progress, engagement, and level of satisfaction. Ms. Wong and the Admin group have inquired what information teachers would value learning from students. Ms. Miller expressed interest in learning what impact the pandemic and related issues have had on LS students.

Ms. Wong attended a meeting with the Fire Chief Whalen regarding plans and practices that would be put in place in the event of school reopening. Superintendents are anticipating hearing from Governor Baker on May 18th. It was a valuable meeting to learn what safety measures are best for reopening in the fall. Ms. Wong also learned best practices from educators in Europe.

Ms. Wong reminded the community that as weather improves, the safe distancing precautions remain in place on school grounds.

All field trips for LS spring semester have been cancelled including the German Exchange in early July and the trip to Kenya in July. LS has worked to support families to mitigate losses of funds advanced for the school trips. No school trips for fall 2020 have been planned. Three trips planned for April 2021 school vacation have not been cancelled yet: Spanish Cultural Trip; German Exchange to Vilshofen; and Iceland.

FY21 Budget Update

The Lincoln Board of Selectmen voted unanimously on Monday, May 11, to send a Letter of Affirmation for the apportionment. They also voted unanimously to support the use of \$337,500 Excess & Deficiency Funds for the Stadium Field and up to \$500,000 Excess & Deficiency Funds for Covid19 related expenses. Similar requests for a Letter of Affirmation and approval for the use of Excess & Deficiency Funds were sent to the Sudbury Board of Selectmen. The deadline for submittal of documentation to DESE for the 1/12th budget is by June 1, 2020.

Director of Finance and Operations Report

Peter Rowe did not have a formal report to present. However, the Business Office will be working with Department Coordinators to submit expenses to the Business Office for the next year. Discussions continue with the Transportation company. Mr. Rowe also expressed his thanks to Powers and Sullivan for the work completing the audit. Ms. Wong commended Mr. Rowe for his work guiding transportation contracts and preparing LS for the coming year.

Information and Discussion

LS School Committee Communication was discussed. Ellen Joachim has received a draft from Patty Mostue of a communication to the public regarding the extension of the Superintendent/Principal's contract and the hiring of Kirsteen Patterson as Director of Finance and Operations.

Action Items

LS Subcommittee Assignments will be reviewed at a later date after town elections and Lincoln and Sudbury Town Meetings have been held. Patty Mostue was acknowledged and appreciated for extending her tenure on the School Committee through the delayed Town Elections.

Approval of Minutes

Approval of the Minutes for May 5th, 2020, will be considered at the May 21, 2020, meeting.

Other Business

Ms. Kasper suggested setting aside meeting dates for summer meetings to potentially create new policies that support school reopening in the Fall and ways of supporting the faculty and staff. Ms. Mostue noted that it may be helpful to prepare for the superintendent evaluation process as well. Regular meetings on the calendar may make unnecessary the need for a full day retreat. Ms. Miller suggested that there might be an increased need for professional development among staff to enhance consistency and standards and methods of delivery for online learning. World Language and Math Departments will need time to prepare and adjust for their fall curricula.

Future Agenda Items

Consider information collected regarding online learning and how it can be improved. There was some discussion regarding the next LS School Committee meeting before May 26, 2020.

Calendar

LS School Committee Meeting

May 26, 2020

Senior Awards Ceremony, Virtual
Senior Scholarship Ceremony, Virtual

May 27, 2020
June 2, 2020

Public Comment

There was no public comment.

Adjourn

Ms. Joachim noted that an Executive session was not necessary and requested a motion to adjourn the meeting. Carole Kasper moved that the meeting be adjourned, Patty Mostue seconded the motion. All were in favor via roll call.

The meeting was adjourned at 8:52pm.

Respectfully submitted,
Francy Zingale

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