

**LINCOLN-SADBURY REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE MINUTES
Tuesday, January 10, 2023**

7:02PM

Zoom

Present

Heather Cowap, *Chair*; Cara Endyke-Doran, *Vice Chair*;
Candace Miller; Harold Engstrom(tardy); Kevin Matthews; Mary Warzynski.

Also Present

Bella Wong, *Superintendent/Principal*; Kirsteen Patterson, *Director of Finance and Operations*; Danielle Weisse, *Teachers' Association*.

Call to Order

The meeting was called to order at 7:02pm.

Public Comment

No comment

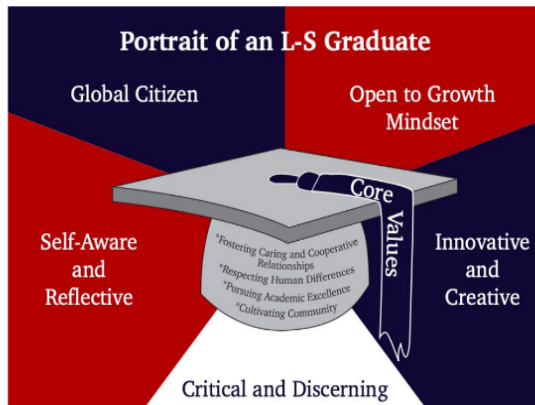
Presentation

Wellness Department

Susan Shields, *Department Coordinator of the Wellness Department and Teacher*

- Thank you Wellness Department for being dedicated to what you teach.
- When updating the curriculum there are many items taken into consideration.
 - Holistic Philosophy.
 - Meeting the needs of our ever changing and evolving demographic.
 - Utilize data (example: MWAHS) to update curriculum.
 - Aligns with the Portrait of a Graduate.
 - Meets Physical Education and Health Education National Standards.
 - Social and Emotional Learning Competencies (CASEL)
 - LS Strategic Plan.
 - State Health Frameworks 1999 (anticipating a new update).

Wellness Department outcomes for students align with the portrait of a graduate



Wellness Outcomes: Self Aware and Reflective

- ❑ Acknowledges their current state of well being
- ❑ Chooses to apply knowledge of concepts, principles, strategies and tactics related to movement and performance to achieve and maintain a health-enhancing level of physical activity and fitness (PE Standard 2 & 3)
- ❑ The impact decision making skills on achieving balance in life for personal well being (HE Standard 5)
- ❑ Ability to take initiative for well being of self and others (HE Standard 7 & 8)
- ❑ Demonstrates emotional intelligence, empathy and compassion
- ❑ Recognizes intent vs impact
- ❑ Practices being present and mindful in each moment.

Wellness Outcomes: Critical and Discerning

- ❑ Critically evaluates and comprehends health information sources (HE Standard 1 & 3)
- ❑ Practices effective communication skills (HE Standard 4)
- ❑ Ownership of both positive and negative outcomes of choices and actions
- ❑ Applies knowledge of concepts, principles, strategies and tactics related to movement and performance (PE Standard 2)
- ❑ Recognizes characteristics of highly effective groups and group members
- ❑ Impact of cultural norms and traps on decision making and self-concept (HE Standard 4)
- ❑ Recognized the value of physical activity for health, enjoyment, challenge, self-expression and/or social interaction (PE Standard 5)

Wellness Outcome: Growth Mindset

- Use of effective goal setting.
- Responds to life's challenges with effective effort as an opportunity for growth.
- Seeks challenges that push themselves to grow beyond their current comfort zone.
- Awareness, education, growth, and reevaluation cycle.
- Readiness: the importance of trying on new experiences and making educated decisions.

Wellness Outcomes: Innovative and Creative

- Good old fashioned playing with friends/family; being active is a huge part of creating innovation and creativity when playing games, even changing the rules initiates problem solving skills.

Wellness Outcomes: Global Citizen

- Acknowledges cultural influences both real and perceived.
- Engages in volunteerism.
- Advocates for personal, family and community health.
- Exhibits responsible personal and social behavior that respects self and others.
- Works to forward the UN sustainable development goals.
- Is an agent of positive change.

New Courses for 2023-2024 School Year

- World Dance.
- Global Games (Student teaches).
- The Movement Project.

Elective Course Updates

In eliminating anxiety and boredom, the Wellness Department combined Adventure Recreation and Rock climbing into one course. As a means for students to have more of a choice.

Updates across Wellness Curriculum:

- Ninth Graders are together for the first semester with the same teacher.
- In March 2023, new Wellness courses will be showcased prior to the course selection process.

- Collaborating with counseling on recent MWAHS data.
- Adaptive Physical education strategies into our elective courses.
- LSA Wellness.
- Continue PD and recertifications for wellness educators in CPR, High Ropes, Low elements, archery and cooking.

“Wellness is the complete integration of mind, mind, and spirit- the realization that everything we do, think, feel, and believe has an effect on our state of well-being.” -Greg Anderson

Information and Discussion

- Kevin Matthews, representative for the Superintendent Search Subcommittee engaged a search firm; MASC- Glenn Koocher, who will be working with faculty, staff and teachers at LSRHS in obtaining a new superintendent..
- Thank you Sharita Langston, Virginia Blake, and Dennis Phillips for being so helpful.
- On Wednesday, January 11, 2023 and Thursday, January 12, 2023 there will be in person (and Zoom) listening sessions at LSRHS for faculty, support staff, teachers, students, METCO families, and Community members/families with Glenn Koocher.
- METCO families and students can participate in a Zoom session with Glenn Koocher on Wednesday, January 11th.
- Current LS students and families/community members can participate in a Zoom session with Glenn Koocher on Thursday, January 12th.
- All Zoom links were submitted/published with Lincoln town hall, The Squirrel, Lincoln Talks, Facebook pages, Sudbury’s bulletin board, Selectmen, and the LS calendar located on the LSRHS website.
- Feel free to contact Kevin at kevin_matthews@lsrhs.net for questions, comments and/or concerns.
- The new superintendent survey was completed. Thank you Glenn Koocher, Dennis Phillips, and Virginia Blake for creating, facilitating, and gathering the results of the survey.
- Next steps: Vote on Wednesday, January 18, 2023-to assemble the screening committee.
- Cara Endyke-Doran and Candace Miller suggested for the entire school committee to vote on the members of the “Screening Committee”. Individuals looking to join the Superintendent Screening Committee should apply instead of being selected by the Superintendent Search Subcommittee members.

	Wed Jan 11	Thurs Jan 12
8:30-9:35	<ul style="list-style-type: none"> Teachers' Association Executive Committee Faculty Advisory Committee Conference Room B	<ul style="list-style-type: none"> Department Coordinators Dennis Phillips, Technology Director Paula Myers, Librarian Conference Room B
9:39-10:32	Students Conference Room B	Students Conference Room B
10:36-11:40	Administrative Council Conference Room B	Support staff Conference Room B
11:45-12:15 12:35-1:10	Open forum/drop-in for faculty (lunch break 12:15-12:35) Auditorium	Open forum/drop-in for faculty (lunch break 12:15-12:35) Auditorium
1:15-2:00	Open forum/drop-in for faculty & staff Auditorium	Bella Wong, Superintendent/Principal Bella's office

	Wed Jan 11	Thurs Jan 12
5:00-6:00		Current LS students https://us02web.zoom.us/j/88196644684
6:00-7:30		Families and community members https://us02web.zoom.us/j/88196644684
7:00-8:00	LS METCO program students and families https://us02web.zoom.us/j/8717776713	

EXPEDITED TIMETABLE FOR LINCOLN-SUDBURY SUPERINTENDENT SEARCH

KEY DECISIONS
<ul style="list-style-type: none"> Designated Liaisons Selection Criteria <ul style="list-style-type: none"> Criteria Qualifications Timeline Submission Deadline Compensation Collateral Materials – Incl. Text for Brochure Advertising Special Instructions Focus Groups and Surveys Search Committee <ul style="list-style-type: none"> Number Membership School Committee Participation Recommendations to School Committee Site Visits Public Interviews Vote to Hire

Superintendent –Milestone Tasks (Sample)	
DONE	Authorization to Start – Planning Begins
DONE	Selection Criteria and Initial Decisions Made
DONE	Advertising Approved and Placed Collateral Material Approved
1/9-1/13/22 TBD	Focus Groups and Surveys Conducted On Line Survey Open
By 12/31/22	Advertisements Appear, Applications Available Search Committee Appointed
1/17/23	Search Committee Oriented and Trained
1/17/23	Focus Groups and Survey Report Provided
2/3/23	Search Closes – Applications Provided to Search Committee
2/6-2/17/23	Initial Screening and Interview Decisions Interviews Scheduled
Week of 2/20/23	Search Committee Reports to School Committee Recommended Candidates
2/27-3/10/22 March 20	Candidates Visit LSRSD, School Committee Interviews, and vote to hire on week of 3/20 Vote to Hire

Student Senate Representative Report

No Student Senate Report

METCO Program Report

No METCO Report

Teacher's Association Representative Report

Danielle Weisse, *President of Teacher's Association*

- Quarter three closes Wednesday, January 18, 2023.
- The new schedule for the end of the year exam will transpire.
- *FYI*- The "Chatbot" software students were utilizing for English papers has crashed, due to students overusing the software. The English department may be bringing this item to the attention of the School Committee in search of a policy.
- Teachers are excited to be a part of the Superintendent Search "Screening Committee". Participating in such a significant matter creates culture, boosts morale, and aids in retention. However, please consider the Support Staff as being apart of the Superintendent Search "Screening Committee"

Chairperson and Liaison Updates

No updates

Superintendent/Principal Updates

Bella Wong, *Superintendent/Principal*

- Superintendent/Principal Bella Wong wishes everyone a Happy New Year!
- The first faculty meeting was Wednesday, January 4, 2023. The next meeting is Wednesday, January 11, 2023. During last week's faculty meeting, Richard Whitehead and Martha Wall conducted a presentation- "Student Services". As well as, the new IEP format, which will come about in about a year.
- On Wednesday, January 11, 2023- There intend to be a Professional Development on Advisory.
- All Winter Sports teams (Basketball, Wrestling and Ice Hockey teams) are busy! Playing during (and before) the winter break.
- The mid-year assessment (new schedule) is approaching next week. There will be one subject taking place on each day. In addition, teachers will be proctoring their own exams. Lunch will be "Grab & Go". There will be a regular morning bus, regular second pick up bus, and a late bus.
 - On Thursday, January 19, 2023 History exams will be held.
 - On Friday, January 20, 2023 Math exams will be held.
 - On Monday, January 23, 2023 Science exams will be held.
 - On Tuesday, January 24, 2023 World Language exams will be held.

- This is week 20. We're entering the half mark of the school year.
- Reminder- School Committee has plans to hold the school committee meeting in Boston on Tuesday, March 7, 2023.
- In light of Damar Hamlin- The NFL player who went into cardiac arrest after being tackled. Ms. Wong would like to remind students, families and community members- LSRHS Athletic trainers are fully licensed and certified. Athletic trainers attend every home game, as well as LSRHS sustains such action plans.

Proposed 2023-2024 School Calendar

L-S CALENDAR 2023-2024							Name: Calendar 2023-2024 Revised 11/2022																				
August: September 2023 27 Su M T W Th F S 27 28 29 30 31 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30							September 2023 28 Teacher Workshop Day 29 8th Grade Orientation 29 9th Grade Portraits 30 First Day For All Students TBD 10-11 Grade Portraits 4 Labor Day 5 9th Grade Parents' Night 13 Back-To-School Night 25 Yom Kippur							February 2024 TBD College Admissions Seminar 18 Presidents' Day 20-23 Winter Recess							February 2024 16 Su M T W Th F S 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29						
October 2023 27 Su M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31							October 2023 3 Warnings Columbus Day / Indigenous Peoples' Day TBD Underclass Portrait Release TBD Financial Aid Night							March 2024 1 Warnings TBD 8th Grade Parents' Night ? MCAS 29 Good Friday							March 2024 20 Su M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31						
November 2023 18 Su M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30							November 2023 2 1st Quarter Ends 10 Veterans Day 22 Early Dismissal - 10:59 23-24 Thanksgiving Recess 27 Professional Development							April 2024 2 2nd Quarter Ends 15 Patriots' Day 16-19 April Recess							April 2024 17 Su M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30						
December 2023 16 Su M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31							December 2023 7 Warnings 25 Christmas Day 26-29 December Recess							May 2024 7 Warnings 27 Memorial Day ? MCAS							May 2024 22 Su M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31						
January 2024 20 Su M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31							January 2024 1 New Year's Day 2 Classes Resume 15 Martin Luther King Day 23 2nd Quarter Ends 24 Teacher Workshop Day							June 2024 2 Graduation ? MCAS TBD 9-11 Grade Awards Assembly 19 Juneteenth 21 4th Quarter Ends 24 Teacher Workshop Day <small>With 0 school closure days, the last day of school is June 13. For each school closure day, the school year ends 1 school day later.</small>							June 2024 14 Su M T W Th F S 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28						
White Week Midyear/Final No School Alternative Schedule							Total School Days 185							FY' 2024													

- Should Monday, April 8, 2024 be a school day? The line of totality (A full solar eclipse) is taking place in Vermont. As of right now, school will be in

session, however the school committee and LSRHS faculty are still open to suggestions.

- The drafted calendar will be sent to families.
- At the next School Committee meeting- Tuesday, January 24, 2023 Ms. Bella Wong is looking for the School Committee to vote on the proposed calendar.

Director of Finance and Operations Report

Kirsteen Patterson, *Director of Finance and Operations*

Update

Lincoln-Sudbury Regional School District
FY24 Budget Calendar/Timeline
As of: January 10, 2023

Date	Time	Event	Notes
Sep 24		FY24 Capital Articles Due to Lincoln CapCom	Submitted
Sept 30		FY 24 Capital Articles Due to Sudbury CIAC	Submitted
Oct 18		Budget Memo to LS Budget Preparers	LS Department Budget Requests
Oct 11	7:00 pm	LSRSD School Committee	
Oct 25	7:00 pm	LSRSD School Committee	Student Enrollment and Staffing Reports (KP, BW)
Nov 7	8:00 am	LS Departmental Budgets Requests Due	
Nov 8	10:00 am	Sudbury CIAC Departmental review	Project rating review
Nov 8	7:00 pm	LSRSD School Committee	Student Services report – Richard Whitehead
TBD		Town of Lincoln	Budget due to Finance Director
Nov 22	7:00 pm	LSRSD School Committee	Advisory Program and Schedule Review
Nov 16	7:00 pm	Lincoln CapCom	
Dec 5	3:00 pm	FY 24 Budget Presentation to All Staff	Superintendent and Director of Finance
Dec 6	7:00 pm	LSRSD School Committee	FY24 Budget Presentation
Dec 12	7:00 pm	Sudbury Fincom - Budget Pressures Mtg	
Dec 13	7:30 pm	Lincoln First Joint Budget Workshop	
Dec 20	7:00 pm	LSRSD School Committee	
Dec 31	7:00 pm	Town of Sudbury Multi-Year Worksheets	Budget due to Finance Director
Jan 10	7:00 pm	LSRSD School Committee	Regularly Scheduled Meeting
Jan 23	7:30 pm	Lincoln 2nd Joint Budget Workshop	
Jan 24	7:00 pm	LSRSD School Committee	FY24 Budget Public Hearing / School Choice
Mar 2		*New Governor's Budget Extension	Preliminary Chapter 70 & Minimum Contributions
Feb 6	7:00 pm	Sudbury FinCom LSRHS FY24 Budget	Separate Capital Warrant Articles Due 1/31/24
Feb 7	7:00 pm	LSRSD SC FY24 Budget Budget Vote	Regularly Scheduled Meeting and Vote FY24 Budget
Mar 7	7:00 pm	LSRSD School Committee	Regularly Scheduled Meeting
Mar 21	7:00 pm	LSRSD School Committee	Regularly Scheduled Meeting
*Mar 25	9:30 am	Lincoln Annual Town Meeting	Brooks Gymnasium
Apr 4	7:00 pm	LSRSD School Committee	Regularly Scheduled Meeting
Apr 25	7:00 pm	LSRSD School Committee	Regularly Scheduled Meeting
*May 1-3	7:30 pm	Sudbury Annual Town Meeting	LSRHS Auditorium
May 9	7:00 pm	LSRSD School Committee	Regularly Scheduled Meeting
May 23	7:00 pm	LSRSD School Committee	Regularly Scheduled Meeting
*June 4		LSRHS Graduation	
June 6	7:00 pm	LSRSD School Committee	Regularly Scheduled Meeting
Jun 20	7:00 pm	LSRSD School Committee	Regularly Scheduled Meeting

- Lincoln 2nd joint budget workshop will be in person on Monday, January 23, 2023 at 7:30pm.
- The new governor's budget will be released Thursday, March 2, 2023.
- Sudbury Fincom for LS will be on Monday, February 6, 2023.

Further Updates

- Ms. Patterson continues to hone in on retrieving new and revised quotes for the number of capital request items. The major construction projects require a number of contingency items-labor and supply chain issues.

LINCOLN-SUDBURY REGIONAL HIGH SCHOOL CAPITAL REQUEST FOR FY2024

FACILITIES	YEAR IN SERVICE	USEFUL LIFE (years)	CONDITION	FY' 24	TOTAL FY'24 Request
Pavement/Masonry (Exterior stairwells)	2004	20	Failing	\$150,000	\$150,000
Lighting Controls (replace analog panels)	2004	15	Okay	\$175,000	\$175,000
SUBTOTAL- FACILITIES				\$325,000	\$325,000

TECHNOLOGY				FY'24	TOTAL FY'24 Request
Replace Camera System	2014	10	Okay	\$200,000	\$200,000
SUBTOTAL - TECHNOLOGY				\$200,000	\$200,000

ATHLETICS	YEAR IN SERVICE	USEFUL LIFE (years)	CONDITION	FY'24	TOTAL FY'24 Request
*Chevrolet Express Van-14 passenger	2011	10	Okay	\$62,732	\$62,732
SUBTOTAL- Athletic Vehicles				\$62,732	\$62,732

*Replacement van was requested and approved for FY22 Capital, however, due to supply chain issues the vendor could not provide during the applicable fiscal year and the cost increased by \$20,000.

FY24 TOTAL ALL DEPT REQUESTS:	\$587,732	\$587,732
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LINCOLN-SUDBURY REGIONAL HIGH SCHOOL CAPITAL REQUEST FOR FY2024

FACILITIES	YEAR IN SERVICE	USEFUL LIFE (years)	CONDITION	FY' 24	REVISED FY'24 Request	Lincoln Portion	Sudbury Portion
Concrete (Exterior stairwells) <i>Construction/Contingency</i> <i>Landscape Architect/Engineer</i>	2004	20	Failing	\$197,000		12.56%	87.44%
				\$26,500			
				\$223,500	\$223,500		
Lighting Controls (replace analog panels) <i>Materials</i> <i>*Labor</i>	2004	15	Okay	\$112,000		21,980	\$153,020
				\$63,000			
				\$175,000	\$175,000		
SUBTOTAL- FACILITIES				\$398,500	\$398,500		
TECHNOLOGY				FY'24	TOTAL FY'24 Request		
Replace Camera System <i>Full Replacement and Contingenc</i>	2014	10	Okay	\$236,336	\$236,336	\$29,684	\$ 206,652
SUBTOTAL - TECHNOLOGY				\$236,336	\$236,336		
ATHLETICS	YEAR IN SERVICE	USEFUL LIFE (years)	CONDITION	FY'24	TOTAL FY'24 Request		
*Chevrolet Express Van-14 passenger	2011	10	Okay	\$62,732	\$62,732	\$7,879	\$54,853
SUBTOTAL- Athletic Vehicles				\$62,732	\$62,732		
				<i>*Replacement van was requested and approved for FY22 Capital, however, due to supply chain issues the vendor could not provide during the applicable fiscal year and the cost increased by \$20,000.</i>			
FY24 TOTAL ALL DEPT REQUESTS:				\$697,568	\$697,568	\$87,615	\$609,953
							\$697,568

- The exterior stairwell quote is \$73,500 over the budget that was proposed to the towns.
- Ms. Patterson will be submitting the back up information on the quotes received and the updated summary to the CapCom and CIAC groups.
- Department requests are \$190,836 higher than the original proposal. Ms. Patterson will be sharing this information with the CIAC and Capital Committee as a consideration for these projects.
- The warrant articles will be shared at the next School Committee meeting on Tuesday, January 24, 2023 for approval to then submit in a timely fashion.

Action Items

VOTE: Heather Cowap motioned to empower the Superintendent Search Subcommittee to vote itself on the structure and selection of the screening committee as had been presented with the inclusion of the teachers. Harold seconded the motion. Four out of six members were in favor via roll call vote. Cara Endyke-Doran and Candace Miller voted no.

VOTE: Heather Cowap motioned to accept the federal grant procurement policy. Harold Engstrom seconded the motion. No discussion. Six out of six members of the School Committee were in favor via roll call vote.

VOTE: Heather Cowap motioned to accept the manager's salary schedule with updated Athletic Director steps (approved during the Executive Session on 11/22/22). Harold Engstrom seconded the motion. No discussion. Six out of six members of the School Committee were in favor via roll call vote.

VOTE: Heather Cowap motioned to accept the MOA related to the Advisory Program, 2023-2025 (pilot years). Candace Miller seconded the motion. No discussion. Four out of six members of the School Committee were in favor via roll call vote. Mary Warzynski and Kevin Matthews voted no.

Approval of Minutes

-Heather Cowap moved to accept the LSSC Minutes of December 6, 2022, as corrected.

-Heather Cowap moved to accept the LSSC Minutes of December 15, 2022, as corrected.

Future Agenda Items

- Create a protocol for students ordering/purchasing food during class time hours.
- Invite a local legislator to speak on behalf of all the commonwealth private school placements increasing to 14% at a SC meeting.
- Continue to develop/implement a hybrid school committee meeting policy and hone in on the technology issues.
- Create a policy to encourage and acknowledge large donations.

Public Comment

No Comment

Adjourn to Executive Session

Heather Cowap motioned to adjourn to executive session without returning to open session. Candace Miller seconded the motion. Six out of six members of the School Committee were in favor via roll call vote. The meeting adjourned at 9:55pm.