

**LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE MINUTES
Tuesday, May 9, 2023**

7:15 PM

Zoom

Present

Heather Cowap, *Chair*; Cara Endyke-Doran, *Vice Chair*;
Kevin Matthews; Lucy Maulsby; Ravi Simon; Mary Warzynski.

Also Present

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

Call to Order

The meeting was called to order at 7:15pm.

Reorganization of Lincoln Sudbury School District's School Committee

VOTE: Cara Endyke Doran motioned to nominate Heather Cowap as LSSC 'Chair'. Ravi Simon seconded the motion. There was no discussion. Five out of six members were in favor via roll call vote. Kevin Matthews abstained.

VOTE: Mary Warzynski motioned to nominate Kevin Matthews as LSSC 'Vice Chair'. Heather Cowap seconded the motion. There was no discussion. Five out of six members were in favor via roll call vote. Cara Endyke-Doran abstained.

Public Comment

Maggie McLeod, LSRHS student, lives in Sudbury, MA

"I'm here to speak about AP Chemistry. I recently received the notice that AP Chemistry is canceled for next year. When I heard the news I was and still am devastated. I am here to ask the school committee to reverse this decision by allocating enough resources to the Science department for AP Chemistry to run next year. My current accelerated chemistry classes had a positive effect on me. I have grown to love both the content and the community of my class this year. I was really, really excited to continue studying the subject next year. I look forward to Chemistry class everyday. I've truly grown to love it. I've also decided that I am going to major in Chemical Engineering. I've worked extremely hard to get into Engineering school. However, colleges and universities will not be able to see that if I'm not able to take a competitive course load that prepares me for my major. Not taking AP Chemistry or having it on my transcript is a

huge strike against me on my college application. Further- when I am accepted to an Engineering school; taking freshman Chemistry will be extremely difficult if I take a year off. While also not having the extra lab experience under my belt. Please help me with this, as I believe this class would have a huge impact on my potential for Engineering school. Especially, when LS is seen as a STEM school. The class is not running due to low enrollment. How come the funding that LS is so lucky to have is not being spent towards something as simple as a science class; choosing AP Chemistry as the class to cut; you are leaving behind your brightest students and holding us back from reaching our potential. This is extremely important to me. Please take action. So, my classmates and I can take AP Chemistry next year."

Maura Carty, Sudbury MA.

"I just wanted to follow up from an email I sent earlier, and respectfully request for the LS school committee to post the given information for presentations. So, the community can follow along with the meeting."

Christine Barrett, Sudbury, MA.

"The students were given a little bit of a runaround. First, they were told the cancellation of the AP Chemistry was due to low enrollment. However, I was told there weren't enough students registering for the class. I completely support the need for the AP Chemistry class. The only year it wasn't offered was the COVID year. My son was looking forward to taking this class to challenge himself and to finish his senior year strong. Having 16 kids enrolled is more than enough to hold a class. It seems strange that it's not being held. I respectfully ask the committee to work with the Science department and find a way to run the class."

Presentation

- Powers & Sullivan Audit Firm, Todd Jurczyk
[Lincoln-Sudbury RSD FY2022 Financial Statements.pdf](#)
[Lincoln-Sudbury RSD FY2022 SEFA.pdf](#)
[Lincoln-Sudbury RSD FY2022 Management Letter.pdf](#)

There were no material weaknesses, no significant deficiencies over internal control. LSRSD financial systems are functioning as designed. The Powers & Sullivan Firm didn't have any audit adjustments to the report. However, the firm became aware of matters that are opportunities for strengthening internal controls and operating more efficiently- no major concern.

Information and Discussion

Heather Cowap, Chair of the School Committee

- Reorganization of the subcommittees tabled until the next scheduled LSSC meeting.

Student Senate Representative Report

- There will be snacks in the A/B connector in support of 'Teacher Appreciation' week Wednesday, May 10th during A.C.A.
- The Student Senate continues to promote Student Senate elections.

METCO Program Report

No Report

Teacher's Association Representative Report

Danielle Weisse, President of Teacher's Association

- On Wednesday, May 10th the "Identity Fair", sponsored by the 'Students of Social Justice', oversaw by Lori Hordin will take place in the A/B connector. There will be many tables/students representing social justice and identity.
- The History teachers are facilitating their second annual 'Civics Fair'.
- In school field trips taking place- The Global Scholars program facilitated by David Grace and Nathan Prichard presented their Capstone Project Fair last week. In addition- Statistics teachers- Ben Coleman and Chris Stanek organized a 'Taste tasting' event on Monday, May 15th in the A/B Connector. With the use of various snacks students will be able to gather data on staff/students favorite go-to snacks .
- The 'Chamber Music Concert' took place on Thursday, May 4th. Supt./Principal Bella Wong played the clarinet at the event, while Kyung Nam Oh played the cello.
- There will be a spring instrumental concert on May 11th at 7:30pm.
- On May 18th 'Community Sing' will take place at 7:30pm.
- The AP Art and Design students will hold an Art expedition on Wednesday, May 17th in the A/B connector.
- The Junior and Senior class advisors have 'Proms' approaching. The Senior class advisors have Graduation coming up on Sunday, June 4th.
- Thank you Maureen Bolton for overseeing all of the AP exams. It is a huge endeavor!

- Math MCAS taking place on Tuesday, May 16th and Wednesday, May 17th. The Science MCAS will take place on Tuesday, June 5th and Wednesday, June 6th.

Chairperson and Liaison Updates

- Heather Cowap and Kevin Matthews have been meeting with Dr. Andrew Stephens.

Superintendent/Principal Updates

Bella Wong, Superintendent/Principal

- Congratulations to Heather Cowap and Kevin Matthews on their elections as 'Chair' and 'Vice Chair'.
- Welcome Lucy Maulsby and Ravi Simon as new members of the LS school committee.
- The LS budget for FY24 and the Capital requests were approved last week at Sudbury's Annual Town Meeting.
- There were 16 students who received the Atkinson Scholarship- Congratulations!!!
- The LSB players presented "PUFFS" on Friday, April 28th, 29th, and 30th.
- LS students who performed at the 'Chamber Concert' were really outstanding. The string ensemble and the jazz players were great!
- Congratulations to Jennifer Garfield, Lori Hodin, David Cole, and Paul Schultz who were recipients of the FEL's Awards-Tuesday, May 9th.
- The Global Scholars presentation is also taking place- Tuesday, May 9th.
- Thank you to all of the staff facilitating LS's hiring process.
- The 'Wall of Recognitions' committee met. Recipients' names will be announced on Monday, May 15th. Following an event/dinner in the fall, where the recipients names' will be placed on the 'Wall of Recognitions' near the staircase of LS's Library in the B300's.
- Kudos to Katheleen Thompson and Kate Grant in facilitating the 'Financial Trivial Challenge' sponsored by Fidelity. LS students who participated were awarded \$2,500 for the most participants in the challenge. In addition- the students with the top scores were awarded an additional \$100 each.
- Reminder- With the spring season ending, the athletic fields are busy with games.

Director of Finance and Operations Report

Kirsteen Patterson, *Director of Finance and Operations Report*

- The Career Services Coordinator, Laura Moynagh had a very successful “Trades Day’ event on Wednesday, May 3, 2023.
- Senate Ways and Means released their budget for FY24, which was significantly different from the other departments. The Regional Transportation was not funded, however they identified a 90% reimbursement. Minimal was said regarding the funding for the universal free lunch program. Even so, the Governor included the program into their supplemental budget.
- The minimum per pupil aid is now \$60, it is no longer \$30 per pupil.

Review/Approval of Food Service Contract Award [RFP Summary - Food](#)

[Service Management Co 2023.pdf](#)

[RFP - Food Service Bidder Compliance Evaluation - Rating by Technical Points.pdf](#)

- The RFP for the Food Service management company incurred a major procurement .
- Reminder- Since January of 2023, the Department of Education mandated any school district that was identified to go out for a new FSMC bid to utilize the new template.
- All of the identified advertisements were required for this procurement. This particular RFP is good for one year (2023-2024). It also has a supplemental component for an additional four years, if we choose to engage with the vendor.
- Aramark has the highest annual guarantee return over their operating expenses. As a result, Kirsteen Patterson made a recommendation to award the contract to Aramark services, as the most responsive and responsible bidder for the price of \$168,610. The contract will begin July 1, 2023 through June of 2024.

Review/Approval of the Wellness Policy

[DRAFT Lincoln-Sudbury Regional School District](#)

[ModelWellnessPolicyUSDACDC.docx.pdf](#)

- The organization of the Wellness Policy was a partnership between many stakeholders- *teachers, clinicians, administrators, parents, students, and school committee members.*
- The annual submission of this document to DESE will continuously lead to LSRHS’s participation in the national school lunch program; which is also reviewed by the federal government; being that LS receives two sources of reimbursements-Federal and State.

- In that, the Wellness committee is looking to have this document approved before the end of the fiscal year.

Action Items:

VOTE: Heather Cowap moved to approve the food service contract award to Aramark for July 1, 2023/2024. Mary Warzynski seconded the motion. There was no discussion. Six out of six school committee members were in favor via roll call vote.

Approval of Minutes

Heather Cowap moved to accept the LSSC Minutes for April 25, 2023 and May 4, 2023. As there were no objections or corrections of these minutes they stand as approved, as read.

Future Agenda Items

- Create a protocol for students ordering/purchasing food during class time hours.
- Continue to develop/implement a hybrid school committee meeting policy and hone in on the technology issues.
- Reorganization of LSSC subcommittees.

Public Comment

Lisa Kouchakdijan, Sudbury MA.

"I'm a member of the Select Board in Sudbury and I'm also your liaison from the Select Board. I really appreciate Danielle Weisse's comments. I just wanted to share that the Selected Vocational Education and the Select Board has tasked me with the process of looking into how Sudbury can become a member district, again- to a vocational education school. With the Select Board's support I've been working on that for over the last year. I've met with the administration of five local vocational education schools here at the town of Sudbury. We are really on top of that. I appreciate the comments that I've heard this evening, and personally I value the support that I'm hearing for vocational education. The Select Board in Sudbury is considering its options. We've reached out to several schools in the area. I'm happy to keep your committee posted regarding our progress as we move forward with trying to become a member again. I appreciate all of your comments and I appreciate your hard work. Welcome to Ravi and Lucy! Thank you for your service to the LS school committee. I look forward to watching your progress. If anybody has any questions you can reach out to me at Kouchakdijanl@sudbury.ma.us."

Move to Executive Session (with return to open session)

Heather Cowap requested a motion to move to executive session with return to open session. Kevin Matthews seconded the motion. There was no discussion. Six out of six members of the School Committee were in favor via roll call vote. The meeting moved to executive session at 8:30pm.

Return to Open Session

The meeting returned to open session at 8:53pm.

Action Items:

VOTE: Heather Cowap sought a motion to accept the Superintendent/Principal contract negotiated with Dr. Andrew Stephens. Kevin Matthews seconded the motion. There was no discussion. The vote was unanimous.

Adjourn

Heather Cowap requested a motion to adjourn the meeting. Kevin Matthews second the motion. Five out of six members of the school committee were in favor via roll call vote. Cara Endyke-Doran had technical difficulties. The meeting adjourned at 8:55pm.