

**LUNENBURG PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING
Wednesday, February 24, 2010
Brooks House – 7:00 p.m.**

MINUTES

School Committee

David Reif, Chair

Michael Mackin

Jason Poitras

Milree Keeling

Donna White

Superintendent

Loxi Jo Calmes

Recording Secretary

Mary Landi

Student Representative

Elizabeth Broden

Guests

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- * Call to Order – Dr. Reif called the meeting to order at 7:03 p.m.
 - * Chairman’s Report – Dr. Reif informed the public that representatives from the Massachusetts School Building Authority will be in Lunenburg on Friday to tour North Middlesex Regional High School in Townsend and Lunenburg High School. They will also meet with a group of individuals from both districts.
 - * Review and Approve Minutes
 - * Review and Approve Warrants – Superintendent Calmes reviewed the two line item transfers, one from special education and one to make a correction to the longevity line.
 - * Superintendent’s Report
 - Superintendent Calmes noted that the meeting with the MSBA starts at 10:00 a.m. on Friday at NMRHS, followed by the LHS tour and a working lunch meeting at Brooks House.
 - Congratulations to the girls track team for an outstanding season.
 - Congratulations to the students participating in the competitive class plays, spelling bees, geography bees.
 - Congratulations to Ms. Milree Keeling for receiving the Partner in Education Award from the Massachusetts Association of School Committees for her work on the Ayer-Lunenburg-Shirley Regional Planning Committee.
 - * Public Comment – Ms. Keeling announced that this is her last year on the school committee; she will not be seeking reelection in May. Ms. Keeling has been a member of the school committee for nine years.
 - * New Business – None.
 - * Old Business
 - Discussion
 - a. FY11 Superintendent’s Recommended Budget – Superintendent Calmes began her presentation by talking about the work done by the Administrative team in terms of preserving as much as possible for the students in FY11. The superintendent announced that Mrs. Daukantas, principal of Lunenburg Primary School, will be retiring at the end of this year and her position will not be filled. The Administrative team will be reconfigured next year in order to provide administrative

back-up support to the schools. The Brooks House departments will be moved, with the exception of John Londa, to the schools. Two teachers from the Primary School will be retiring, as well as the school secretary, Ms. Brisson. All three of these positions will be filled from the inside. Superintendent Calmes talked about what will be retained and preserved in the FY11 budget, as well as the recommended budget reductions. Retained items include:

- Mission of District
- Achieving AYP
- Progress on district and school improvement plans
- Preserve integrity of the academic program
- Preserve elective offerings
- Preserve class size
- Meet the needs of all students
- Support special services
- Preserve care of physical plant
- Support for professional development using ARRA funds
- Meet contractual obligations
- Meet state and local accountability requirements

Recommended Budget Reductions-

- Reorganization of administrative team
- Brooks House to be minimally staffed. Administrators and support personnel to be redeployed to other buildings.
- Changes in master schedule for all buildings
- Further reductions in bussing
- Reduction in guidance services
- Reduction of foreign language - three languages with instruction to begin in 8th grade
- Reduction in athletics offerings and opportunities for students
- Reduction in school availability after hours and for night games
- Delay in curriculum adoption for math
- Minimal purchase of materials and supplies
- Minimal purchase of technology
- Self-funding Food Services program

Additionally, there will be a reduction in common planning time for teachers, and all equipment repairs will be done in-house instead of being sent out to be fixed. We also hope to reduce up to \$12,000 in electricity and to that end are looking at closing the buildings early. In addition, we hope to reduce water consumption and reduce oil consumption at the Brooks House. The bottom line is a one percent increase over last year's budget. Superintendent Calmes reminded everyone of reductions already made; we did not replace a retired custodian in FY08 and we have reduced the number of buses. The superintendent talked about Shirley students and indicated that an agreement with Shirley around next year is still pending. Superintendent Calmes reviewed the projected school enrollment and looked at current FY10 numbers and the projected FY11 numbers. This included the number of sections at each grade level and the anticipated new choice openings. The net decrease in students is 27. Dr. Reif thanked the superintendent on behalf of the school committee and students. Discussion ensued around the superintendent's presentation. Ms. Keeling would like to see a list of revenues at the FY11 budget hearing.

- * Public Comment – Mr. Dave Matthews commented that he appreciates the fact that the impact is to the staff/faculty before it gets to the students. He thanked Superintendent Calmes for her work on the budget.

- * Reports
 - a. Students
 - b. Advisory Committee
 - c. Finance Committee
 - d. School Councils
 - e. PTO
 - f. Policy Sub-Committee
 - g. Capital Planning Committee – Mr. Mackin reported that the capital plan includes our priorities for the two kitchens and tractor/loader and elementary school bathrooms. The total of capital plan is approximately \$330,000.
 - h. Health Advisory Committee
 - i. PAC/SAL
 - j. Regional Planning Committee
 - k. Rep. Benson’s Advisory
 - l. Other

- * Continuing Projects/Estimated Date of Completion
 - complete foreign exchange student policy discussion
 - opt-out discussion
 - bus transportation
 - discussion around head injury protocol

- * Items for Future Discussion
 - Workshop Sessions
 - Facilities Use Procedure
 - Civic Engagement

- * Executive Session – None.

- * Adjournment – Ms. Keeling moved and Mr. Mackin seconded a motion to adjourn regular session at 8:20 p.m.

Respectfully Submitted,

Mary Landi
Recording Secretary

c/5/22/19/mel