



# Lunenburg Public Schools

**Loxi Jo Calmes**  
*Superintendent of Schools*

SCHOOL COMMITTEE MEETING  
Wednesday, November 28, 2012  
T.C. Passios, Room 13 – 7:00 p.m.

## Agenda

School Committee  
Gregory Berthiaume  
Michael Mackin  
Colleen Shapiro  
Brendan Grady  
Todd Blake

Superintendent  
Loxi Jo Calmes

Recording Secretary  
Mary Landi

Student Representative  
Emma Degrace

Guests

Carrie Ford, Peter McCauliff

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- \* Call to Order – Dr. Berthiaume called the meeting to order at 7:03 p.m.
  - \* Chair's Report – Dr. Berthiaume reported
    - The ratification of the teachers' contract will be on the agenda for the next meeting, which will be an open meeting at Town Hall.
    - The State has shared that tax receipts are lower than anticipated. We may need to adjust the FY13 budget mid-year.
  - \* Review and Approve Minutes
    - September 5, 2012 Executive Session Minutes
    - October 3, 2012 Executive Session Minutes
    - November 7, 2012 Regular Session Minutes
    - November 14, 2012 Executive Session MinutesAll minutes were tabled to a future meeting.
  - \* Review and Approve Warrants – Warrants were on the table for signatures.
  - \* Superintendent's Report
    - TIGER (Theatre Integrating Guidance, Education, and Responsibility) presentations are coming to Lunenburg in December. The Maki Foundation is working in conjunction with Plymouth State University to bring the performances and classroom group discussions to our schools. Students in the Primary School through Grade 8 will see the group perform. Also, on December 19 at 7:00 p.m., TIGER will perform for the community at Lunenburg High School. The School Committee will meet at 6:00 that evening and then attend the 7:00 performance at LHS.
    - The Department of Elementary and Secondary Education is coming has scheduled the Coordinated Program Review for the Lunenburg schools in December and January. Programs being evaluated include the Special Education program, ELL, Civil Rights compliance and Title I.
    - The interview process has begun for the IT Manager. There was a very strong candidate pool; we hope to have someone hired within a week or so.
  - \* Student Representative's Report
    - Jazz band and chorus concerts are coming up soon.

- The football team had its playoff game last night against Grafton. It was a good game, but unfortunately they lost.
- December 7 is the date for the semi-formal at LHS.

\* Old Business

\* New Business

1. FY14 Proposed Budgets – Health, Technology, Athletics, Special Education

- Ms. Carrie Ford joined the committee at the table. She reviewed the proposed FY14 health services budget, indicating a zero percent increase in funds over FY13. Ms. Ford reviewed data around student visits to the health offices. She also gave an overview of the screenings that are provided to students – vision, hearing, and BMI – and the grade levels at which the screenings are done.
- Mr. Pete McCauliff joined the committee at the table. He gave a wrap-up of the fall sports program. Every team was in the playoffs. Over 200 student-athletes participate in fall sports, including 8<sup>th</sup> graders. There were 55 middle school students on the cross country team; everyone gets to participate. It is a very well-run program and the kids loved it. Coach K does a great job. Winter sports kicked off on Monday with 155 student-athletes, which is 25 more than they can handle. The winter sports include indoor track, boys and girls basketball, and ski team. Mr. McCauliff next reviewed his proposed FY14 budget. He reported that he is still waiting for almost \$7,000 in user fees from the fall season. Gate fees were down; the weather played into that. There was discussion around the revolving account and what funds are in that account – revenues from user fees and gate receipts. Superintendent Calmes explained revolving funds and how they work. Dr. Berthiaume asked what the carryover was this year. Superintendent Calmes replied that she could get that information but did not have it tonight. The proposed FY14 budget includes an increase in coaches' salaries and uniforms. Discussion ensued around user fees and booster clubs. What can the booster clubs do to assist? Provide funds for waivers possibly? Superintendent Calmes reminded everyone that at the December 20 home basketball game, the court at the high school will be renamed in honor of Dick Stachowicz, long-time Lunenburg coach and employee. A new scorer's table and chairs were donated and will be dedicated in Coach Stachowicz's memory. More details to follow.
- Superintendent Calmes announced that four students from THMS will be going to the Tsongas Center to participate in Stand up to Bullying. Ms. Cheryl Nelson will be attending with the students.
- Superintendent Calmes reviewed the proposed FY14 technology budget, which included administrative laptops, cart, and upgrades to two servers at TCP and Primary. She pointed out the new codes to the budget lines that are now in line with the correct DESE codes. Superintendent Calmes explained that funds are being shifted from several lines (curriculum adoption and various school instructional lines) into the contractual line. Included in this line is a request from Mr. Londa to add a component to SchoolDude (\$1,300), as well as \$16,000 in education-related software such as Aimsweb, Study Island, and Lexia. These software applications are not new. Also, stipends in the amount of \$2,500 that are currently in other lines will be moved to the tech budget. Mr. Grady expressed his concern about the cost of the laptops. He would like to see the data around the cost and what is included.
- Superintendent Calmes reviewed the proposed FY14 special education budget. We currently have 21 students placed out of district. We anticipate a 2.31% increase in the cost of tuitions. Superintendent Calmes explained the difference between collaborative and private tuition. She reviewed the lines with significant increases. There was discussion around cost of out-of-district placements and circuit breaker.

2. Early Learning Program Bus Fee – Superintendent Calmes gave an overview of the extended day program and the new Early Learning Program. A bus needed to be added to transport students from the Primary School to TCP mid-day. The fee is \$6.50 per day to cover the cost of the bus to transport the students; there are currently 9 students being transported. Superintendent Calmes recommended that the School Committee approve the fee of \$6.50 per day. There was discussion around the program with reminders that this is not a program we are mandated to offer, and the program needs to be self-

sufficient. This is the cost of providing the service. Ms. Shapiro moved and Mr. Mackin seconded a motion to approve the superintendent's recommendation. Vote: unanimous.

\* Public Comment – Terry Burchfield, Lunenburg resident and Finance Committee member, asked if an "Adopt an Athlete" program had been considered. Perhaps people who would like to sponsor a student/athlete could do so through PayPal.

\* Reports

- a. School Building Committee – Mr. Mackin reported that the SBC met on November 14, at which time two separate groups were appointed – a steering committee for construction and the local membership on the MSBA Designer Selection Committee. The next meeting is scheduled for December 17. The RFS for Design Services ad was sent to the Worcester Telegram & Gazette for publication.
- b. Finance Committee – Meeting is scheduled for tomorrow.
- c. School Councils
- d. PTO – Ms. Shapiro reported the PTO will meet on Monday, December 10. They have received 16 proposals for funding.
- e. Policy Sub-Committee – Meeting to be scheduled.
- f. Capital Planning Committee – Ms. Shapiro reported the CPC met this morning.
- g. Wellness Advisory Committee – Meeting held last week. The wellness policy was reviewed. There was also discussion around TIGER and other possible events.
- h. PAC/SAL
- i. Community Engagement and Outreach Advisory Committee – Meeting next Tuesday at 7:00 p.m. at TCP
- j. Rep. Benson's Advisory
- k. Other

\* Continuing Projects/Estimated Date of Completion

\* Items for Future Discussion

\* Executive Session - M.G.L. Chapter 39, Section 23B [3] To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigating position. No executive session required.

\* Adjournment – At 9:03 p.m. Mr. Mackin moved and Ms. Shapiro seconded a motion to adjourn the meeting. Vote: unanimous.

Respectfully Submitted,

*Mary Landi*

Mary Landi  
Recording Secretary

c/5/31/11/mel

**APPROVED**

**Lunenburg School Committee**

Date: 12/5/12

ML  
**Initials**