



# Lunenburg Public Schools

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

SCHOOL COMMITTEE MEETING  
Wednesday, March 4, 2015  
Town Hall- 7:00 p.m.

## Minutes

School Committee  
Gregory Berthiaume  
Michael Mackin  
Colleen Shapiro  
Brendan Grady  
Heather Sroka

Superintendent  
Loxi Jo Calmes

Recording Secretary  
Liz Petersen

Student Representative  
Sophia Holman-absent

### Guests

Joint Meeting with the Calendar Advisory

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Call to Order: Dr. Gregory Berthiaume called the meeting to order at 6:30 p.m. Superintendent Calmes introduced and thanked Ron Hyatt, an LHS student assisting Sophia Holman, student representative who was absent and unable to report. Ron also served as a student representative recently on the Calendar Advisory Sub-Committee.

Chairs Report: No chair's report was discussed this evening.

Review and Approve Minutes: There were no minutes for approval.

Review and Approve Warrants: Warrants were on the table for signature, no line item transfers were discussed.

### Superintendent's Report:

- Superintendent Calmes spoke about the special performance on Friday of the African Arts. This is an enriching experience for all students and the community is encouraged to attend. The LHS chorus will be participating as well. Performance will be in the LHS auditorium at 7pm. Fee is \$5 for Adults, \$3 seniors and students, with a \$5 family maximum. Children under 12 are free. Music Aiders is helping to sponsor this program and all proceeds from ticket sales will go to the Music Aiders to support their music programs. In addition, a month long show of artwork has been taking place in Clinton in regards to the African art experience.
- Superintendent Calmes expressed appreciation to all members of the Calendar Advisory Committee for their diligence and work in accomplishing guidelines for the calendar. She appreciated the time and talent involved in creating a document that could be used in the future to guide the creation of the calendar each year.
- There will be a rescheduling of the Volunteer Appreciation Night scheduled by the Town. Details will be shared when we receive more information.
- Focused on 3rd term and state assessment preparation underway. The state did postpone previous dates of assessments for students due to the loss of school days from weather related incidences this winter.

Student Representative's Report: Due to Ms. Holman's absence, Ron Hyatt presented the student representative's report. A blood drive took place at LHS yesterday that seemed to bring a lot of participation. The annual SADD dodge ball tournament will take place on Friday. Spring sports sign up night took place for

baseball, track and lacrosse recently. The three-on-three basketball tournament is approaching soon. Discussion at student council meetings recently about changing homeroom configurations due to advisory groupings.

School Building Committee Report – Mr. Mackin reported that construction meeting #27 took place this morning. The slab on deck was an area of concern due to the wet weather recently, but the team is confident that they will be able to move forward on schedule. Amazed at progress of steel work- half of Area “D” of the HS wing is already up. Expecting a major piece of steel work to be done by end of next week. More steel work to be completed until the end of April. Roof materials will be on site next week. Mr. Londa is exploring options and ability to include solar to the new building and he has met with a contractor recently. It is projected that a 300 kilowatt portion of solar panels are feasible between all four flat & pitched roofs. The team will be preparing a spec for this proposal. Topping off ceremony will be after April Break and will include all students. Have identified two girders that will be part of the elevator assembly in both the HS and MS wings that will be painted and signed by students. No concerns from abutters have been received to date.

New Business:

- a. Calendar Advisory Start Time Presentation and Final Report: Ms. Shapiro thanked everyone that served on the committee in their roles: Colleen Shapiro, Heather Sroka, Ami Powers, Amanda Walsh, Brandon Kibbe, Louis Bettencourt, Dr. Gary Asher, Katie McGuire, and Ron Hyatt. She expressed that there had been a large number of meetings in a short period of time, and everyone had stayed focused and accomplished their task. Dr. Asher came forward to show his presentation about the effects of start times on adolescents. He first brought this topic forward in 2002, and thinks that due to the opportunity of the new school this would be a fantastic time to implement a revised start time. Discussed the effects of sleep and start times on students-there are 5 stages of sleep, Stage II and REM sleep occur in the last half of the night/early morning. These are the most important stages of sleep to produce rest for our bodies. Any altering of these circadian rhythms effect mental efficiency, motor tasks, mood, obesity, and safety. Waking up too early leads to a cumulative effect of sleep deprivation in adolescents which contributes them coming to school fatigued, sluggish, and with lowered mental capabilities. This has also been linked to poor school attendance and higher drop-out rates. Study done at Minneapolis H.S. noted an increase in performance, mood and safety when pushing back the start time of school to 8:40am. The American Academy of Pediatrics now strongly supports and encourages school districts to push back school start times due to a large basis of data supporting the effects. Dr. Asher concluded by commenting this is an education and health issue that needs to be discussed seriously.
1. Calendar Advisory recommendation for start time: when the new school opens in fall of 2016, to establish an 8:30am start time for Grades 6-12. In addition, when fields are completed, move to a 9:00 start time. This is in full support of the Wellness Advisory Committee as well.
2. Next steps to this process would be to speak to school councils, schedule public forums and discussions. Research options for athletics until the fields are completed. Research transportation costs for one run vs. two runs with elementary/primary first and MS/HS later.
3. School Calendar recommendations: Ms. Shapiro outlined the guidelines when considering options for the school calendar: students must go 180 days, teacher’s contract 183 days starting as close to Sept. 1 as possible, 5 snow days must be accounted for, and students must make up all days, school year cannot finish later than June 30, maintain as many full weeks as possible, third PD day should be Tuesday after Columbus Day, Thanksgiving break shall be that day and Friday after, winter vacation should be Dec. 24<sup>th</sup>-January 1<sup>st</sup> depending on what days the holidays fall on. February break should consist of President’s Day and following Tuesday-this is next year’s recommendation and same for moving forward. April vacation shall be the week of Patriot’s day, however should the state adjust the state assessment schedule, the placement of Spring Break should be considered. Recommendations also included to engage the school councils annually in the review of the school calendar, reviewing the calendar earlier in the year subject to the above guidelines, and having the internal calendar committee and the public

provide feedback before the school committee votes on the final calendar. Not making a formal recommendation to have a March break instead of an April break at this point.

Dr. Berthiaume suggested a sub-committee for start times and appointing two members of the school committee for this task. Ms. Shapiro and Ms. Sroka expressed interest. Mr. Grady motioned to approve a start time sub-committee consisting of Ms. Shapiro & Ms. Sroka. Mr. Mackin seconded. **Vote: Unanimous.** Superintendent Calmes mentioned that the staff had been positive & supportive in the discussion of adjusting start times. The concern was the financial impact of transportation costs depending upon how many bus runs were needed. Feasibility of this discussed between bus company and the Superintendent. The Superintendent is supportive of a later start time if the budget impact is neutral. It is important that additional information be provided to the school community relative to the best way to implement changes in start times.

- b. School Budget Hearing Date: Question as to possible time constraint involved in choosing date. Has to be before town meeting, and need to make sure public notice is in local newspaper a week before. Discussed and settled on April 1<sup>st</sup> in order to be televised. Dr. Berthiaume encouraged public, faculty, and community to attend in order to understand the implications of the budget constraints and reductions. Mr. Mackin would like the emphasis to be on the budget drivers that impact our situation such as health insurance costs and Chapter 70 funding. In the past few years the minimum has been \$50 a students; however Governor Baker is proposing \$20 a student. Opinion of Dr. Berthiaume that this is inadequate to educate the students within our school system.
- c. Ratification of LEA Contract: Last fall the MOA was signed, yet the educator evaluation model and rubrics still needed revision within the contract. Superintendent Calmes thanked Tim Normandin, contract manager and LHS teacher, and Mary Foyle, President of LEA and LHS teacher for their professional and positive work with their committee to revise the contract. Appendix D which include performance rubrics for personnel as well as district determined measures which measures student growth over time were discussed and edited into a final document. Minor change in Appendix C which now states an advisory group will meet annually for collaboration. This is now a fully integrated agreement that is ready for ratification per the Superintendent. Superintendent recommended final approval of entire agreement. Mr. Mackin motioned to accept the integrated agreement in its entirety, Ms. Shapiro seconded. **Vote: Unanimous.** Dr. Berthiaume expressed appreciation to the Superintendent and the LEA. Committee signed 3 copies of contract through July of 2017.
- d. Calendar Revision: A minor revision to the calendar was needed due to the February 3<sup>rd</sup> early release and PD day being canceled due to a weather related incident. Proposing to reschedule this PD ½ day to June 19<sup>th</sup>. Last day of school would be June 22<sup>nd</sup>, and both days would be ½ days. Will adjust calendar to make all parties aware of this change, and will follow up with parents a week before this June date as a reminder. Mr. Mackin motioned to approve, Mr. Grady seconded. **Vote: Unanimous**
- e. Donations: Superintendent Calmes discussed district wide Target Take Charge of Education donations in total so far this school year. We have received \$1,684.47 which helps defrays the cost of field trips and other supplies needed in each of our schools. This program is done purely in conjunction with purchases made by parents at Target. She thanked parents for participating in this program. Appreciation expressed to the Lunenburg Cultural Council for their donation of \$1,000 towards the funding needed for the African Arts program. PTO has also given support in funding as well through their \$1,000 donation to each of our schools. At the Primary School, this funding was split between the African Arts program and the TIGER presentations.

Old Business: There were no items discussed.

Public Comment – Dr. Berthiaume mentioned the upcoming Town Caucus on Monday, March 16<sup>th</sup>. There is one school committee seat available, and he encouraged the public to attend and possibly be nominated. Mr. Mackin commented that this is an exciting time to be included on the school committee due to the new building project.

He supported the Boys and Girls club in their endeavor of serving over 120 students after school with mentoring, physical activity, recreation, and homework help. They are dependent on donations for funding, and need support. Are you smarter than a 6<sup>th</sup> grader event sponsored by Boys and Girls Club will be held on 3/27 at 6:30pm at LHS. Encouraged public to attend and sponsor the teams involved. Ms. Luck thanked the advisory committee for their important work on start times. She agreed with the calendar recommendations especially the two professional development days for staff before the start of the school year.

Reports

- a. Finance Committee – Dr. Berthiaume reported Finance Committee will meet tomorrow, and the school budget will be presented to the Finance Committee by the Superintendent at 7:45pm.
- b. School Councils – Ms. Sroka reported that the Primary does not meet until March 25<sup>th</sup>, Ms. Shapiro stated THMS will meet next week, and Mr. Mackin relayed that LHS met last week.
- c. PTO- Ms. Sroka reported that there will be a meeting on Monday. Movie event held over the weekend at the Primary School, and this was successful. Canned good donations for Lions club were plentiful. Parent’s Night Out is on March 21<sup>st</sup>, can buy tickets online at lunenburgpto.org Wheelhouse will be playing, and it was mentioned that Mr. Grady will be a guest singer.
- d. Policy Sub-Committee- Dr. Berthiaume reported they have not met.
- e. Capital Planning Committee – Ms. Sroka reported that they will be completed for the year.
- f. Wellness Advisory Committee- Ms. Shapiro reported that they will meet on Wednesday, March 11<sup>th</sup> at 3:45pm at THMS.
- g. PAC/SAL – Ms. Shapiro stated the next meeting will be held on Friday, March 20<sup>th</sup>.
- h. Re-Use- Mr. Mackin reported they are trying to schedule a joint meeting of BOS, Re-Use, Planning Committee, and School Committee. Dr. Berthiaume will email Mr. Toale in order to establish possible dates.
- i. Transition/Reconfiguration- Superintendent Calmes reported this will now be a regular, ongoing item. A detailed plan with timelines is in draft form and is being revised by staff and administration. An FAQ for staff is being drafted. When complete, the transition plan will be presented to the school committee.
- j. Diversity Advisory Committee- Superintendent Calmes put out a request for volunteers, will include in the next Superintendent’s Update.

Items for Future Discussion: Dr. Berthiaume there is a workshop scheduled for March 12<sup>th</sup> at TCP at 6:30pm to discuss one-on computing and the process for naming the new school.

Adjournment – Mr. Mackin made a motion to adjourn regular session of the meeting at 8:03 p.m. Ms. Shapiro seconded. **Vote: Unanimous**

Respectfully Submitted,

Liz Petersen  
Recording Secretary