



# Lunenburg Public Schools

Loxi Jo Calmes  
Superintendent of Schools

SCHOOL COMMITTEE MEETING  
Wednesday, September 2 2015  
Town Hall- 7:00 p.m.

## Minutes

### School Committee

Gregory Berthiaume -Present  
Michael Mackin - Present  
Colleen Shapiro -Present  
Heather Sroka -Present  
Wendy Bertrand -Present

### Superintendent

Loxi Jo Calmes

### Recording Secretary

Liz Petersen

### Student Representative

### Guests

Mr. John Londa, Director of Facilities

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- \* Call to Order: Dr. Gregory Berthiaume called the meeting to order at 7:00 p.m.
  - \* Review and Approve Warrants: warrants were not presented however there was one line item transfer. Mr. Malandrinos requested a transfer from the admin tech supply line to the equipment maintenance and lease line. Additional high capacity copiers have increased lease payments. Superintendent recommended approval of transfer. Passed for signature to committee.
  - \* Chairs Report: Dr. Berthiaume stated that the school committee had voted to create an advisory board. The purpose is to advise the School Committee regarding policy and procedures on the handling of trophies, awards, artifacts, etc. Composed of 6 Lunenburg citizens and 1 school committee member. Will be voted upon at first October meeting. Dr. Berthiaume read the entire charge of the advisory.
  - \* Review and Approve Minutes: There were three sets of minutes presented for approval. All approved per the committee.
  - \* School Building Committee: Mr. Mackin stated that he was unable to attend today's construction meeting, however we are on schedule and budget. Building "A" moving along with wallboard, 90% taped and spackled, next week will begin priming of walls. Beginning to see classrooms take form. Lighting and illumination will be a real benefit when building is complete. Brick veneer on building "A" is nearly complete. Windows nearly complete, working on curtain wall near interior stairway. Metal panels, architectural elements starting to come together. In Building "C", auditorium work taking shape, constructed a platform to work at ceiling level, all electrical, high end plumbing, etc. Building "C" locker rooms masonry complete, alternate PE room to do fit activities, and weight room with health office. Around auditorium three music rooms/practice rooms coming together. Seeing masonry coming together for kitchen and cafeteria. Will be "L" shape with floor to ceiling windows. MS wing duct work, framing completed, will begin drywall fairly soon, ultimate goal is to be completely weather tight by end of October. Continue to meet on a monthly basis. Addressing abutter concerns, in 6 months have had only 1 question.
  - \* Superintendent's Report:
    - Superintendent Calmes welcomed everyone back to school. New teacher orientation on Monday the 24<sup>th</sup>, productive day, pictures in Lunenburg Ledger. Appreciated the Lunenburg Ledger helping to spread the word of new staff and strong staff we have currently. Mr. Tim Sheasgreen is coordinator of

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the mentor program. Thurs & Fri was PD day for staff, team building in configurations they will be working in for vertical teaming. Monday students began school, buses on schedule. Excited despite the heat.

- Update regarding enrollment- still see this as a dynamic period, still will have enrollees and withdrawals. Primary has 512 students attending in seats, 38 preschool, will increase over time, Kindergarten has 99 students 19-20 students per classroom. 1<sup>st</sup> grade 118 total with 23-24 students per class, 2<sup>nd</sup> grade 134 students total –had an eye on this grade level as it is high, 26-27 students per class. Asked Ms. Blaisdell regarding opportunities for supports. Reading specialists will lend a hand, internal hiring- Karen Rash and Susan Charpentier, currently special education teachers were chosen. 3<sup>rd</sup> grade 123 students total, 24-25 students per class.

THMS all grade levels 23-24 students per class. Grade levels 4<sup>th</sup> and 6<sup>th</sup> that have added teachers are at 139 students. 4<sup>th</sup> graders last year were at 130 students, this year at 139. Class sizes not reduced as much as hoped, but with additional teachers, 5<sup>th</sup> and 7<sup>th</sup> now at 117 and 118 students per class.

LHS 549 in seats, 122 are 8<sup>th</sup> graders or post grads in ACE. 9th-12<sup>th</sup> grade is 427 students total. 117 students in 8<sup>th</sup>, 116 students in 9th, 110 students in 10<sup>th</sup>, 106 students in 11<sup>th</sup>, and 95 students in 12<sup>th</sup>. Overall 27 students are placed out of district, 5 students we are not fiscally responsible for but programmatically responsible. Districtwide we have a total of 1601 students overall. 1550 are Lunenburg residents, 49 under school choice, 38 at LHS under choice. HS opens choice slots the most.

No choice students at the Primary school due to class sizes and enrollment except for students having siblings already attending under the choice program. Two students remaining this year as non- resident.

- Thanked parents who are using online forms through School Office Pro. Prefer to have certain forms in hard copy such as the emergency form for easy access instead of digital format. Superintendent Calmes asked all parents to please complete all forms if they have not yet. Important for safety reasons.
- Acknowledged years of service, and professional status(receiving 4<sup>th</sup> contract)-Superintendent read complete list of names for professional status first, then read teachers with 20 years or more of service. Congratulations to all teachers, and a big thank you to all employees.
- Received all final grants, slightly less than last year. Title I significantly increased due to increase in poverty census. Being utilized towards reading specialists to provide students needing services that have limited services at this time due to limited resources. State grants reinstated such as the full day kindergarten grant. Family and Community partnership grant \$37,500 procured by Ms. Patty McCarthy-Guillette, Director . \$822,050 total in grant funding
- Welcome to our district Mr. Paul Harmon, LHS ELA teacher replacing S. Lizotte, resides in Hudson, MA .Previously taught in Harvard. Ms. Jessica Cormier, LHS Foreign Language Teacher lives in Pepperell, speaks several languages, licensed in Spanish, French and carries an English endorsement.
- Lions club partnering with AAA in regards to the outlaw car seat fundraiser. Car seats can be donated and dropped off at the Boys and Girls Club in Lunenburg. For every car seat turned in, proceeds will go to the Grades 3-5 playground fund.

\* Student Representative's Report: No report was discussed.

\* Old Business: No items were discussed.

\* New Business:

a. Capital Plan/Master Plan: Mr. Londa discussed that they have not received guidance from the capital planning committee, there will be a meeting next week and expect a long range plan for next 10 years. This evening Mr. Londa will speak to a long range plan. Technology funded last year in capital plan. See what needs to be done in next 10 years while looking at age of buildings, by year 2024 THMS will be as old as LHS is today. Feasibility study in 2007 gave an idea of critical repairs, recommended repairs, and things that were grandfathered. Some items deemed critical include the HVAC system, electrical, roof and windows which would be major drivers on any future renovations to this building. All totaled to 9.6 million, by 2024 will be 22 million dollars using a 5% inflation value. Asbestos abatement-spray on above ceilings on first floor and 2<sup>nd</sup> floor classrooms. First phase was to be 6 classrooms, in FY15 paid \$138,000 to do 4 classrooms-flooring, ceiling, and asbestos above ceiling. Connections between these classrooms are across hallway, and we do not have ability right now to do repairs needing access above ceilings. Recommend at least doing this one hallway in FY17

in order to install surveillance in future, phone lines, etc. Will cost \$182,000. Unable to do partial work, as this could not be monitored properly. Need to find out through capital planning committee their commitment to a long term project. May be reluctant to fund year after year which may prompt us to find other funding. Another item for 2017 includes the phone system. Existing system installed in 2001, obsolete parts now. Additionally in FY16 plan had \$38,656 for district relocation, that wasn't funded, so have done some work to reduce this to about \$15,000. Putting in a split system for cooling/heating will provide savings. Technology reduction in request of \$10,000 for replacing servers at the Primary school. Recommendation for the middle school in 2021/2022 should be looking at master plan. Mr. Mackin posed a question as to whether we have an SOI submitted. This is no longer current, and when ready to do another project we will submit a new SOI. MSBA will not assist with a major project such as asbestos abatement. Alternatives to funding year to year from capital planning would be possibly scaling back to only ceilings that have asbestos, optimum solution would be total removal. FY16-FY22 cost would be 1.2 million based upon breaking project up into 7 segments from bids in FY15. Mr. Londa stated he had asked for another \$34,000 which they could have used for other 2 classrooms. Have taken off a number of items such as bleachers, door hardware in order to reduce costs. Mr. Mackin concerned these numbers were based on bids obtained 5 years ago. Mr. Londa relayed that he uses a 5% inflation increase when projecting costs. In 2007 numbers did not include the roof. Ms. Sroka asked about \$119,000 appropriated in 2014. Mr. Londa reported that they are completing rooms included in the district relocation of Room 110 special education classroom & Room 112-will be future Superintendent's office, 109 was science lab, will be district record storage, Special Services office and meeting room, Room 111 was former science lab, will be for special services specialists, BCBA, school psych, etc. Ms. Shapiro commented that whether we spread out the costs or incur them as a whole, we will still need to move forward with the asbestos removal. Floor tiles are excluded. Question as to how solar panels factor in? In 2011 we were able to get solar panels from a grant. Saves \$10-12,000 a year. Will own entire system in 2026-in 15 years. Clause that says if we reroof they will take off solar panels one time at no cost. After June 2026, it will be at our own cost.

\* Public Comment – Ms. Sroka attended 8<sup>th</sup> grade orientation, commended Mr. Spadafino and Mr. McGrath for informative program. Student Activity Fee explanation of fees in letter-after school activities aren't always self-sustaining. Superintendent Calmes clarified by saying this helps to continue to offer a broader range of activities, as some clubs are self-supporting while others are not.

\* Reports

- a. Finance Committee – Dr. Berthiaume reported meeting next Thursday here at Town Hall at 7pm.
- b. School Councils- have not met yet. Primary is looking for volunteers to participate. Please send an email to Principal Elaine Blaisdell.
- c. PTO- Ms. Sroka reported that they will meet on Sept. 21<sup>st</sup>. This Sunday fundraiser at Cherry Hill from 12-9pm. 10% of all proceeds will benefit the PTO.
- d. Policy Sub-Committee- not currently scheduled
- e. Capital Planning Committee – Ms. Sroka reported the meeting will be on Tuesday at 4:30pm here at Town Hall where they will make a process plan for capital planning for future consistency.
- f. Wellness Advisory- have not met yet.
- g. PAC/SAL – Ms. Shapiro reported no schedule of meetings yet.
- h. Re-Use: Mr. Londa reported that the committee approved Tappe to be the designer.
- i. Transition/Reconfiguration- Superintendent Calmes would like to continue to encourage people to send us questions. Question as to where Extended Day will be located after reconfiguration-will be going back to building based-at Primary. THMS generally has Teen Center handle after school care for that age level. Usually at that age we have not seen sufficient numbers to support running a school program. Will go back to a 2 route bus system so the MS/HS will come in on one run, and 3-5 building will come in staggered from the time of the Primary. Question as to what will become of the Early childhood program-Superintendent Calmes reported that this will continue at the Primary, but unsure of particular space at this time. Whoever purchases TCP, could possibly look at space at TCP for these programs. Right now too many uncertainties, but will approach this knowing we need to plan for where these programs should return to rather than creating new spaces. Buildings are at capacity. Many of these programs in other districts utilize cafeteria spaces for these programs. FAQ for staff up to 65 questions-mostly technical, addressing questions in a timely manner. Will be meeting shortly to go

over color options, furnishings, technology. Murals discussed-Whalom Park mural will be moved to new building as digital image put on vinyl and hung. Legacy and history of building will be carried on. Have received questions as to what happens to all of the “stuff” within the school now-a lot will be reused and repurposed if possible, have excess property policies and procedures to handle, working on textbooks to reuse. Encourage everyone to watch agendas to review excess items. Encourage public to send questions, and will be posting FAQ for public shortly.

- j. Diversity Advisory Committee- Superintendent Calmes reported this has not been scheduled yet.
- k. Start Time Sub-Committee- meeting tomorrow at 1pm in TCP Room #13.

\* Items for Future Discussion: No items were discussed.

\* Executive Session: Dr. Berthiaume indicated there was a need to move into Executive Session under MGL 30A Section 21 exception 2, to conduct a collective bargaining session with the Lunenburg Custodial Union, AFSCME, Local 503 at 8:19 p.m. Mr. Mackin moved and Ms. Sroka seconded a motion to enter into executive session, not to return to regular session. Vote: 5-0

Roll Call

Dr. Berthiaume – yes  
Mr. Mackin- yes  
Ms. Shapiro – yes  
Ms. Sroka – yes  
Ms. Bertrand - yes

\* Adjournment – meeting adjourned at 8:23pm at the conclusion of executive session.

Respectfully Submitted,

Liz Petersen  
Recording Secretary