



# Lunenburg Public Schools

Dr. Kate Burnham, Superintendent of Schools

## MEETING MINUTES SCHOOL COMMITTEE MEETING Wednesday, March 6, 2019 Town Hall, 7:00 p.m.

### School Committee

Heather Sroka, Chair-Present  
Wendy Bertrand, Vice Chair-Present  
Carol Archambault, Secretary-Present  
Meredith Weiss-Present  
Jim LaVeck-Present

### Student Representative

Alizah Raboin-Present

### Superintendent

Dr. Kate Burnham-Present

### Business Manager/ HR Director

Michael Cassidy-Present

### Recording Secretary

Christine Hladky-Present

### Guests:

Rob McGrath-LHS Principal, Tim Santry-LMS Principal, Heidi Champagne-THES Principal, Steve McKenna-Primary Principal, Julianna Hanscom-Special Services Director, John Londa-Director of Facilities, Steve Malandrinos-IT Director, James Bunnell-Athletic Director

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*In accordance with the requirements of Open Meeting Law, please be advised that this meeting is being recorded and broadcast over the Lunenburg Public Access channel.*

1. *Call to Order*-Ms. Sroka called the meeting to order at 6:00 p.m.
2. *Chair's Report*-Ms. Sroka discussed the protocol used established in the fall. No longer than 10 minutes per public comment. 3 minutes per person. 1<sup>st</sup> public comment is for agenda items only. Second public comment is open.
3. *Public Comment-Agenda Items*-Joseph Rager indicated he graduated from Lunenburg two years ago. Discussed the many opportunities foreign language has provided him. Indicated the long-term consequences for students if the foreign language department is not maintained in its entirety.  
Peggy Proctor discussed some misleading information. Intent was to inform the public. Asked former students to gather comments to support the language program. Impressed with the individuals who took the time to come. Important to advocate at a community and state level.  
Mike Mackin discussed voicing his support for the entire committee. In favor of maintaining a level service budget.  
Marianne Masckery indicated her daughter has taken language and what it has provided. Advocate in investing for the children.
4. *Review and Approve Warrants & Line Item Transfers*-Ms. Sroka presented warrants on the table for signature. Superintendent Burnham indicated the need for a line item transfer for the Primary school. \$458.86 from the office supply account to the general school supplies account to be used for classroom needs including construction paper, flash cards, pencils, etc. Ms. Sroka entertained a motion to approve. Ms. Bertrand moved to approve the line item transfer as outlined. Ms. Archambault seconded. Vote: "Unanimous."
5. *Review and Approve Minutes*-Ms. Sroka entertained a motion to approve. Ms. Weiss moved to approve the February 6<sup>th</sup> regular session minutes, February 6<sup>th</sup> executive session minutes, and February 25<sup>th</sup> Special meeting minutes. Mr. LaVeck seconded. Vote: "Unanimous."
  - February 6, 2019 Regular Session
  - February 6, 2019 Executive Session
  - February 25, 2019 Special Meeting Session
6. *Superintendent's Report*- Superintendent Burnham discussed the Primary school Principal search. Interviews held on February 26<sup>th</sup> and 27<sup>th</sup>. Currently hosting site visits. Final candidate will be determined on Friday. Candidate

info is posted on the website. Provided update to staff who may be impacted by cuts. Aware there are students who are upset by the proposed cuts. Working with Mr. McGrath to hold an assembly for the students to provide information and clear up any misconceptions. Referenced break free from depression curriculum by Boston Children's Hospital. Increasing awareness on adolescent depression. Will make a recommendation to the Behavioral Health Council. Will be sending out the presentation slides via email.

7. *Student Representative's Report*- No news from the Primary School. Turkey Hill spring activities start 3<sup>rd</sup> week in March. Strategy games, volleyball, board games, kickball, 3-D sculpture, yoga, and crafts. March 16<sup>th</sup> the PTO is holding a skating party from 5:30 p.m.-7:30 p.m. \$10 per person. Juniors won the competitive class plays. Winter sports are wrapping up. Hockey won the district semifinals. Plays again Sunday at 4:00 p.m. towards Northbridge. Spring sports begin Monday the 18<sup>th</sup>. Offering softball, baseball, boys and girls lacrosse, tennis, and track and field. Auditions for the musical Annie Jr. Will include students from the middle and high school last week. 7 student council members are attending the MASC conference in Cape Cod.

8. *New Business*  
*Discussion*

a. FLLAC Update-Superintendent Burnham discussed the looking for a new location to house the Caldwell alternative middle/high school program. Was interested in acquiring a property on 2A. Unable to obtain due to municipal acquisition. Seeking other potential buyers.

Old Business

*Discussion*

- a. School Choice FY20- Superintendent Burnham indicated based on enrollment and transition numbers, can accommodate 20 freshman, 10-15 sophomores. Request consider deferring a vote after presenting to the finance committee. Will have a more definitive number after reviewing the budget. Will defer until the 2<sup>nd</sup> meeting in March.
- b. FY20 Budget Update- Superintendent Burnham discussed a budget gap of \$334,118. Make top recommendations on how to close the gap. Guiding principles include providing a quality, free public education, preserve student access to well rounded education program, allocate resources to meet student needs, maintain low-class sizes particularly at the primary and elementary level. Inflict the least amount of negative impact on students. Allocate resources in alignment with the district strategic plan goals and school committee goal to allocate resources for the greatest impact on teaching and learning. District wide recommendations-Level funded supply accounts. Examine paraprofessional schedules. Adjust total hours. Hold back posting stipeended positions including department head, building leadership team, and advisors for clubs. Discuss the impact of not having department heads. Will allow the individuals within the roles to teach an additional class period. Primary school enrollment numbers are increasing. Increase in profile for particular students with social and emotional needs. Half time a .5 FTE librarian position-Impact would be no library special. Reduce prep periods from 6-5. Teachers would bring students as part of their instructional room time. Seek parent volunteers. Turkey Hill Elementary school-eliminate a part time secretary position. Not filled currently. Would be removed. Middle school—Full time teacher position would have accompanied a large bubble class. Proposing impact-a grade 7 teacher will be switched to grade 6 to accommodate class size. sixth grade 6 teachers. Grade 7-5 full time teachers. 131 making class sizes 26. Dependent upon enrollment. Middle school Foreign language teacher. Impact-elimination of the program-3 languages. A true reduction of service to students. Look to explore options of residence. High school had proposed a new position of an athletic trainer. Taking position off the table. Look to contract with athletic trainers in the area. Can contract at a per diem rate. Not posting as a position. Massachusetts could be mandating an athletic trainer on staff. High School-Foreign language teacher-based on enrollment analysis will be phasing out French. Will have 2 language choices for students going into the freshman year. Will provide virtual high school seats for AP French. Slight increase in Spanish, Latin classes, and advisory due to the loss of a full-time employee. Will work to accommodate French students. Eliminate a paraprofessional at the High School. Not a special education position. Supervises a study hall. Impact to the advisory program. Will not be able to mandate the Thursday, 24 min activity. High school-Greenhouse manager-No smaller group activity in the greenhouse. ACE and Achieve students could take on some roles to maintain the greenhouse. Low number of students enrolled compared to other language programs. No students currently in the program to be negatively impacted and take through their pathway. Overall number of students enrolled in the French program are 33 students in the high school. Mr. McGrath indicated the reliance on department heads. Would greatly increase administrative work, budget reports, and the scheduling process. Superintendent Burnham indicated exploring a leadership stipend at the high school level to provide support. Proposed the budget in December-made adjustments based on transportation, health insurance, and retirement. Current status of the proposed sup budget. Figures have

been adjusted. 4.2% increase for the same budget. Mr. Cassidy indicated in December the budget increase was 5.9% , \$667,000 increase proposed budget. Reported back in February estimated with the insurance as 5%. The \$334k includes a reduction of retirements, removed the insurance. Recouped some money in the master teacher program. Increases include transportation of 3.4% increase. Will be making a recommendation next meeting. Small out of district costs. Additional unknown is the Kindergarten enrollment. Guideline budget is 2.5%. Looking for a 4.2% increase. Cuts are as of March 6, 2019. Superintendent Burnham discussed the first budget provided in December included reductions made based on requests. Will be back in April with a budget to approve for town meeting.

*Action*

- c. Second Reading Policy 5402 & 5406-Ms. Sroka entertained a motion to approve. Mr. LaVeck moved to waive the second reading of 5402 & 5406. Ms. Bertrand seconded. Vote: “Unanimous.”

9. *Public Comment*- Ms. Foyle discussed an impact occurred in 2014 and in September. Upsetting that there is no full-time art or music or library. Comparing to electives. Becoming a core school as opposed to running a diverse education. May not be the high school that my children need. May not have enough offerings. Budget issues will continue. Foundation formula budget has not been redone since 1993. Encouraging the School Committee to sign the resolution to fix the foundation formula.

Ms. Rager discussed cutting an FTE from the athletic department and allow varsity as a credit course. Will have a rippling effect on the community.

Ms. Beardmore discussed speaking on behalf of past and present students. Personally, cannot allow the French program to be dismantled without voicing objections. Provided quotes from students who support the French program. There are 45 students from grades 9-12. 23 students enrolled in 8<sup>th</sup> grade. Numbers are low based on conflicting classes including band. Proposed a paradigm shift.

10. *Reports*

- a. Charter Review-Updates next meeting
- b. Athletic Advisory-Updates next meeting
- c. Finance Committee-Updates next meeting
- d. Blizzard Bags Advisory-Updates next meeting
- e. Wellness Advisory-Updates next meeting
- f. Policy Sub-Committee-Updates next meeting
- g. PTO-Updates next meeting
- h. School Councils-Updates next meeting
- i. Capital Planning Committee-Updates next meeting

11. *Topics for Future Discussion*

12. Executive Session-M.G.L.c.30A,Sec.21 To conduct strategy sessions in preparation for negotiations with non-union Personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel.

13. Adjournment – Ms. Sroka indicated the need to move into Executive Session per the M.G.L.c.30A, Sec.21 To conduct strategy sessions in preparation for negotiations with non-union Personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel.

Roll Call

Heather Sroka-Present

Wendy Bertrand-Present

Meredith Weiss-Present

Jim LaVeck-Present

Carol Archambault-Present

Adjournment-7:13 p.m.

Respectfully Submitted,

Christine Hladky-Recording Secretary