



Lunenburg Public Schools

Dr. Kate Burnham, Superintendent of Schools

MEETING MINUTES

SCHOOL COMMITTEE MEETING

Wednesday, April 24, 2019 LMS

Collaborative Room #D132, 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-Absent

Guests:

John Londa-Director of Facilities, Christopher Tobin-LHS Student, Sarah Sabatini-LHS Math Teacher, Rob McGrath-LHS Principal
Christina Guertin-Primary School Principal, Tammy Perry-Extended Day Director

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 7:00 p.m.
2. *Chair's Report*- Finance Committee is seeking another member. Forms are located at Town Hall to fill vacancy. First public comment is limited to 10 minutes and must be related to agenda items. Second public comment is similarly limited to 10 minutes and open to any topic.
3. *Public Comment-Agenda Items*-None
4. *Review and Approve Warrants & Line Item Transfers*-Ms. Sroka discussed warrants on the table for signature. Superintendent Burnham indicated two-line items were presented for approval. First line item Transfer requested from John Londa totaling \$10,000 from the Electricity line to the Capital Improvement line to fund replacement of a school zone warning light on Mass. Ave. Second line item transfer requested totals \$1,554 from the "electricity" line to the "water consumption" line to ensure sufficient funds to the water line for the FY19 year. Ms. Weiss moved to approve the line item transfers as outlined. Ms. Archambault seconded. Vote: "Unanimous."
5. *Review and Approve Minutes* - Ms. Sroka entertained a motion to approve. Mr. LaVeck moved to approve the April 3rd Regular session minutes, April 3rd Executive session minutes, and the April 9th Workshop session minutes. Ms. Archambault seconded. Vote: "Unanimous."
 - April 3, 2019 Regular Session
 - April 3, 2019 Executive Session
 - April 9, 2019 Workshop Session
6. *Superintendent's Report- Introduction of New Primary School Principal-Christina Guertin*-Superintendent Burnham indicated the "Meet and Greet" of the new Primary School Principal, Christina Guertin, has been rescheduled for May 22nd at 6:15 p.m. in the LMS Collaboration Room. Staff recognition to the team of administrative assistants. Congratulations to Juliana Hanscom. Receiving the 2019 Area Board award from the North Central DDS Area Citizenship Advisory Board and the Central West DDS Regional Advisory Board. Congratulations to Paul Harmon.

Essay was awarded second place in the “Thematic” category at the Sigma Tau Delta convention. Special Olympics will be held at Fitchburg State University tomorrow. Donation comes from the McCluskey’s. Covers student transportation to the Special Olympics. Have not eliminated the preschool program. Accepted as many typical peers to even out the ratio of students with disabilities and typical peers. Reserving some seats open with a maximum cap of 50 students. Clarification letter will be provided. School choice update. 20 seats for the freshman class, 10 seats for the sophomore class. Nine applications for grade 9 and one application for grade 10. All applicants will be notified with a 2-week window for response. ROAR will be presenting Kate Duffy, “Recovery Conversations: A Bridge Between Me & You” on April 30th at the middle/high school. Ms. Sroka discussed requiring a motion for the Student Council trip report to be included in the Student Representatives report and taken out of order. Ms. Weiss moved to adjust the Student Council presentation to coincide with the Student Representative report. Mr. LaVeck seconded. Vote: “Unanimous.”

7. *Student Representative’s Report*-Ms. Raboin discussed the second annual “Mother & Son Dance” for grades K-5 on Saturday May 11th. Held at the Great Wolf Lodge Ballroom. Tickets are \$14 per person. Settlers Crossing is putting together a high school summer league. Male and female league grades 7th-12th held at areas high schools. Begins Saturday May 4th and ends August 17th. Takes place every Saturday at 3:00 p.m. Tomorrow is the middle school honor roll breakfast. Chorus middle school concert on May 23rd 6:00 p.m.-7:00 p.m. Band concert 7:30 p.m.-8:30 p.m. High school National Honor Society Blood Drive takes place May 1st. “Annie Jr. the Musical” is May 10th and 11th. Begins at 7:00 p.m. Tickets are \$10. Penny Wars began this week and runs into next week. The World Hunger Task Force developed a video to present for fundraising. Soldiers Angels sports games begin next week. Shirts will be sold during lunch. Prom tickets are on sale. Prom is May 18th held at the Colonial Inn.

Mr. Tobin discussed the MASC statewide conference held in early March in Hyannis for the Student Council. Seven students attended. Started with a Polar Plunge fundraiser. Raised \$910 from 29 donors. Workshops consisted of working in smaller groups with students from different schools. Helps to become better leaders. Works on team building. Shares ideas. Key note speakers to inspire future leaders. Awards were won. Took away leadership qualities and teamwork. Fundraising ideas.

8. *New Business*
Action

a. Proposed Changes-LHS Math Dept. Presentation-Mr. McGrath discussed the math proposal. All students will be required to be enrolled in a math course all four years. The 24-credit graduation requirement will not change. The 4th year math course will count as an elective credit for most students. Students in special services will complete Algebra 2 their junior year. They must pass Geometry their senior year in order to graduate. Reasons-provide a safety net for students if they fail a math course. Allows more flexibility scheduling for students with special services. Follows Mass Core. State schools require four years of math. Better opportunity than a private school. Successful completion of Algebra, Geometry, and Algebra II to graduate from Lunenburg High School. Final course will be an elective credit. Option will include Algebra I divided into two courses. Provides a strong base. Proposal allows for students who struggle to graduate without “doubling up” on math classes. Remains the same except the completion of math requirements in 3 years with the obligation of taking math all four years. Language added to the handbook would include “although students are required to earn 3 credits in Math in order to meet LHS graduation requirements the requirement is for all students is to be enrolled in a Math course during their final year of high school, senior year” and “the math requirement for all Massachusetts State Colleges and Universities as well as most 4 year private institutions is 4 credits, as outlines on the previous chart.” Spoke with area schools. Schools are evenly divided among math program. Inquired about positive and negatives. Positives allow flexibility and does not interfere with lower level students who wish to take other courses. Negatives may require schools to provide additional advanced math courses. Would like to implement by next year. Ms. Sroka entertained a motion to approve. Mr. LaVeck moved to accept the changes to the graduation requirements for the high school math to 3 credits as proposed. Ms. Bertrand seconded. Vote: “Unanimous.”

b. Extended Day Proposed Changes-Ms. Perry discussed proposed changes include eliminate the “as needed” registration (helps staff properly). Place a CAP Of 150 if program stays at the Turkey Hill elementary and Primary school. 100 if the program relocates to T.C. Passios. Close during December break (in alignment with the school calendar). Evaluate vacation weeks for February and April for the Fall of 2019. Hire a nurse during the after-school program for the health and safety of the students. Set schedules for registrations for staff/student ratio. Eliminate for services rendered if it is used or not. Financially responsible if spot is filled. Block billing. Mr. Cassidy discussed

evaluating the details of the program. Changes will allow to cover the additional costs. Ms. Sroka entertained a motion to approve. Ms. Bertrand moved to approve the extended day program changes as outlined. Mr. LaVeck seconded. Vote: "Unanimous."

- c. Donations- Superintendent Burnham acknowledged a donation from the McCluskey's of \$400 for transportation for athletes to attend the Special Olympics. Donation of \$570 from Hannaford Helps school program. Provided to Turkey Hill elementary. Donation from the Lunenburg Little league baseball and softball books. For the school and classroom libraries. Ms. Archambault moved to accept the gifts graciously and for helping the students. Mr. LaVeck seconded. Vote: "Unanimous."

Discussion

- d. Facilities Update-Mr. Londa discussed the weatherization project funded by the Green Communities grant. Completed during the February break. Evaluated insulation and windows. \$17, 379 project Green Communities grant and a \$2,550 National Grid energy incentive. Turkey Hill lighting project around \$51,000. \$36,500 from the Green Community grants. Unutil set \$14,50 towards the project. Changing all classroom lighting to LED tubing. High bay lights placed. Complete by May. Working on asbestos management plan. 3-year reinspection. Some items may be identified at T.C. Passios. Ongoing abatement at Turkey Hill elementary for the ceiling and flooring. Hired an architectural firm. Project is designed and placed out to bid. Funding of \$162,000 has not yet been appropriated. Pump repair has been completed. Completing the last of the clean up from the winter. Field work. School safety ramp. Commonwealth grant awarded funded for safety. Put in for \$60,000. Award will be announced after Friday. Prepping for summer work. Complete water testing on 1/3 of drinking water sources. Large part of the Capital plan is complete.

9. *Old Business*

Action

Fund Our Future Resolution-Mr. LaVeck discussed the workshop where the resolution was created to support the full funding school. Ms. Sroka entertained a motion to accept. Mr. LaVeck moved to accept the resolution as read. Ms. Archambault seconded. Vote: "Unanimous."

- a. FY20 Budget Update-Superintendent Burnham indicated meeting with the Town Manager. Discussed transferring money from the Tank Replacement project to transfer funds to the schools. A delay of the project could lead to deterioration and possibly hazardous waste removal. Not cost effective to delay the project or take in pieces. Discussed using the money budgeted for the stabilization fund. Money is budgeted in accordance with the budget of Lunenburg. Evaluated a multi-year approach to incorporate staffing positions. Needs could change based on students presented in the next budget cycle. Enrollment numbers will dictate staffing. Ms. Sroka entertained a motion to approve the proposed budget. Ms. Weiss moved to approve the budget of \$20,795,863 for FY20. Mr. LaVeck seconded with discussion. Limited resources. Require collaboration for future resolution. Superintendent Burnham indicated there are several articles relative to Cannabis that could influence the towns revenue. Mr. Cassidy called roll call. Mr. LaVeck-Yes. Ms. Archambault-Yes. Ms. Sroka-Yes. Ms. Bertrand-Yes. Ms. Weiss-Yes. Motion passes.
- b. Second Reading Policies 1202, 1303.3, and 3505-Ms. Sroka entertained a motion to waive the reading. Mr. LaVeck moved to waive the second reading of 1202, 1303.3. and 3505. Ms. Archambault seconded.

Discussion

- c. Entry Report of Findings-Mr. LaVeck discussed increasing communication as a significant finding. Appreciates the development in communication. Still improvements to be made to be consistent among all platforms of communication. Superintendent Burnham discussed evolving in communication to provide the same message to multiple venues simultaneously. A Master teacher project next year will be training the leadership team on the different use in media outlets and helping coordinate the information best suited for which type of location. Information is on the website.

10. *Public Comment- Open-None*

11. *Reports*

- a. Charter Review-Mr. LaVeck indicated the attorney has signed off on the language of the warrant articles. Two articles related to the Charter review committee changes.
- b. Athletic Advisory-Mr. LaVeck indicated the next meeting will be held next Tuesday.

- c. Finance Committee- Ms. Archambault indicated the next meeting is tomorrow. Last meeting went through warrants for the town meeting.
 - d. Blizzard Bags Advisory-Ms. Archambault indicated the advisory is waiting to meet until after the town meeting.
 - e. Wellness Advisory-Ms. Bertrand indicated the next meeting is in two weeks.
 - f. Policy Sub-Committee-Ms. Sroka discussed met on Monday. Finsihed working on the 1000 series.
 - g. PTO-Ms. Weiss discussed the budget update at the last meeting. Roll on America took place last week. Next meeting is May 13th. Next fundraiser is June 28th. Worcester Braveheart's game.
 - h. School Councils-Ms. Bertrand indicated the Primary school met on Monday. Discussed the school improvement plan. Review of the budget. Ms. Weiss indicated the next high school meeting will be on May 7th.
 - i. Capital Planning Committee-Plan will be presented at town meeting.
12. Topics for Future Discussion-Fundraising
13. Adjournment-Ms. Sroka entertained a motion to adjourn. Ms. Bertrand moved to adjourn at 9:11 p.m. Mr. LaVeck seconded. Vote: "Unanimous."

Respectfully Submitted,

Christine Hladky-Recording Secretary