



Lunenburg Public Schools

Loxi Jo Calmes
Superintendent of Schools

SCHOOL COMMITTEE MEETING
Wednesday, February 3 2016
Town Hall- 7:00 p.m.

Minutes

School Committee

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

Superintendent

Loxi Jo Calmes-absent

Recording Secretary

Liz Petersen

Student Representative

Sophia Holman-absent

Guests

Lisa Normandin, Dave Berthiaume-Turkey Hill Family Lions Club
Tim Sheasgreen, Annica Scott, Krista Diamantopoulos-THMS Faculty
Pete McCauliff-LHS Faculty
John Londa-Director of Facilities

Call to Order: Dr. Gregory Berthiaume called the meeting to order at 7:00 p.m. He stated this meeting was being broadcast live on the Lunenburg Public Access Channel and recorded for later broadcast.

Chairs Report: Dr. Berthiaume expressed that Superintendent Calmes was unable to attend this meeting and extended his wishes for a speedy recovery.

Review and Approve Minutes: There were two sets of minutes presented for approval. Regular session minutes from 1-6-16 and 1-21-16 were approved.

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

Superintendent's Report: Dr. Berthiaume relayed that Superintendent Calmes had asked Mr. Sheasgreen to attend the meeting in order to speak about the master teacher and mentor program. Mr. Sheasgreen was introduced as well as his colleagues Ms. Scott and Ms. Diamantopoulos. Mr. Sheasgreen expressed that he has been facilitating the mentoring program for 3 years. This was a state driven program in order to make new teachers feel supported and become acclimated with teaching students. Highlights of the new teacher induction day during the summer includes lunch, a meet and greet, review of Lunenburg demographics, and information concerning the teacher contract. Classroom observations are informal and consists of mentors observing in mentees classroom to view and provide advice. Mentor team is selected by the Superintendent and principals. Mr. Sheasgreen offers monthly classes to review strategies of the evaluation system and technology associated with it, bullying, UBD's, differentiation, and social/emotional learning. If teachers arrive during the middle of the year they are assigned a mentor for professional and personal support. He receives feedback from everyone that participates each year in order to evaluate the program. Ms. Scott, THMS teacher and mentor spoke about how important it is to go over strategies and approaches of teaming with new teachers, as well as the new evaluation system with evidence and artifacts. Sharing best practices not only helps the new staff but gives the current mentor's fresh ideas when observing classrooms. Monthly meetings benefit all in order to connect with staff in all buildings. Ms. Diamantopoulos, a new 7th grade teacher who is completing her 1st year in Lunenburg expressed that the evaluation system seems overwhelming at first. The program helps breaking it down into segments, she did not feel as overwhelmed. She also mentioned that when you can't find time during the day to

go over questions, monthly meetings help tremendously. Mr. Mackin asked Ms. Diamantopoulos: Knowing one of challenges is classroom management issues in the first year, how is the mentoring program helping with this? Ms. Diamantopoulos answered that it gives the new teacher one more person to go to for advice and suggestions regarding protocol before going to administration.

Dr. Berthiaume reminded the public of the calendars options that can be found on the district website. School Committee is encouraging feedback, as a vote will be during the first meeting in March. Seeking input also for school name as much as possible until the School Committee votes at the same March meeting.

Student Representative's Report: Ms. Holman absent, no report discussed.

School Building Report: Mr. Mackin reported 75% completion. Entire scaffolding down from auditorium, can now see the "clouds" on the ceiling, gym all hoops and scoreboards are up, wall is painted, painting locker rooms. Tile work substantially done-95%. Bathrooms are complete, just waiting for partitions. Millwork complete in classrooms on the second floor, awaiting electronics for smartboards. Millwork proceeding on first floor, expecting delivery of lockers next week-will take five days to install. HS wing will look like it is ready to go in two weeks. Heat and electricity are on. Both systems will remain on with temporary heat also continuing to be utilized through February. Café kitchen ready to take equipment-being delivered next week. Epoxy flooring done in kitchen. In the MS wing the work is proceeding with completion of millwork and cabinetry. Continue to be on time and UNDER budget. Ms. Sroka took a tour today, she relayed it is amazing and beautiful. One of the incredible features is the feeling of light and brightness on a dark day. THMS School Council going on tour soon. Next SBC meeting will be at Town Hall at 6:30pm on February 10th, encourage public to attend.

New Business:

- a. Playground Donation-Dr. Berthiaume introduced Mr. Berthiaume and Ms. Normandin from the Turkey Hill Family Lions Club. Ms. Normandin explained that one of the long time Lions Club members Jane Doyle passed away and it was Mr. Berthiaume's idea to start the fundraising drive for the playground in her honor as she had done so much volunteer work to help the community and families. Mr. Berthiaume said this idea had started four years ago but had been shelved until now when they knew the reconfiguration would take place. They are present tonight to presenting a check in the amount of \$36,632.66 to the School Committee combined with the \$15,000 from school councils and the extended day program, there is enough to order the playground. Only \$3,000 from the total goal. Motion to accept this donation with deep gratitude made by Mr. Mackin, seconded by Ms. Bertrand. Vote: Unanimous. Dr. Berthiaume stated that he was so appreciative of all of the hard work and dedication from the Lions Club and the public, and that this would be a great structure for all families of Lunenburg to enjoy, as well as a memorial to Jane.
- b. Outdoor Classroom Donation- Mr. Mackin relayed that due to the design of the building they looked at various options for an alternative learning space for students in order to keep them connected to nature. Decision was made to have a time capsule in a rose compass in the middle of the outdoor classroom. Outdoor space will be comprised of boulders, teaching alcove, and enclosed whiteboard with electricity and data capabilities. Had eliminated this as a cost originally until a Powell Stone and Gravel, who are doing the site work for the building project came forward, and offered a proposal that they would fund everything except for the electricity and data hookup. Will donate all labor and materials. Cost will now be \$15,000 instead of \$48,000. Looking to accept donation tonight and then approval for naming rights for name on rose compass at a future meeting. First step of naming policy was to approve from School Council. Dr. Berthiaume stated that naming rights will be tabled until a representative Powell can attend the meeting. Ms. Sroka made a motion for acceptance of the donation with gratitude of labor and materials to complete the design. Ms. Bertrand seconded. This funding for the electricity and data would be from building project funding, not school funding.
- c. Summer Enrichment Program-Mr. Mccaulliff introduced a proposal at the last meeting to create a summer program as a pilot this year. This would run June 13th-17th and June 20-24th. Not a summer camp, rather an extension of the school year. Would have teachers and recent LHS grads or college students to mentor. Students would be involved in 5 sessions, 50 minutes each. Variety of courses-coding, robotics, art, music, in a different format from school year along with athletic activities of field hockey, soccer, weight lifting, etc. Next step is survey to gauge interest level. Hope to grow this into a

longer term. Help us sustain our programs. 75-100 kids would be at a successful funding rate. Fairly significant revenue at this level, profits go to school. Great meeting with Teen Center, met with Ms. Belleza, Director and Brent. Eager to help each other, they are convinced there is a need for this type of program that their model can't provide. Their teen center model maxed out at 60 students. For extension program there would be a model of 14 students to two adults. Ms. Bertrand asked about grade levels. Mr. McCauliff explained that we need to find out the need from community first as to what grade levels. Mr. McCauliff stated that they can also work around MIA rules in regards to athletic concerns for older students. Dr. Berthiaume commented that it is a great advantage getting out very early this year and this program will fill a great need for parents. This would also provide a great opportunity for graduates in regards to a summer job as well as a revenue stream for the school. Ms. Shapiro believes that due to a number of parents that put their children in camp, this will provide a local option with friends and familiar faces. Question as to whether the Extended Day program would run for those same weeks. Mr. Mccauliff mentioned they will find out this information. Dr. Berthiaume mentioned that they have had a number of parents asking about summer opportunities for years and now this will be enabled due to the new building. Motion to approve moving forward with pilot program made by Mr. Mackin, seconded by Ms. Bertrand. Vote: Unanimous.

- d. FY17 School Choice Openings- Dr. Berthiaume stated the Superintendent is recommending 12 slots at Grade 9. In addition the recommendation is to extend the opportunity for 10th, 11th and 12th graders who move within these grade levels to remain at Lunenburg High School. Dr. Berthiaume explained that slots are normally opened at the 9th grade level as we tend to have students making choices to attend Monty Tech at this point. Normally will have approximately 15 students that choose this option. Motion to accept recommendation put forth by Mr. Mackin, but motion was tabled per Ms. Sroka's request for more information.
- e. Principal Hiring Advisory Representative- Dr. Berthiaume explained that we are not changing our total number of administration-next year, will have four principals and two assistant principals. MS/HS effectively co-located building will have two principals. Principal to be hire for 3-5 building. Under Mass. General Law 71, Section 59B the Superintendent has the authority to hire principals. Dr. Berthiaume indicated that Supt. Calmes has employed a process for hiring that begins with the appointment of an advisory group to interview, conduct site visits and recommend finalists to the Superintendent. She is seeking members for this advisory and first needs a School Committee member for this. Would like to have 1 member and 1 alternate. Ms. Shapiro relayed that visits would be conducted during the day with night meetings to follow as she had been on a similar interview team previously. Motion made by Mr. Mackin for Ms. Bertrand to be the appointed member and Ms. Sroka to be the alternate, seconded by Ms. Shapiro. Vote: Unanimous.

Old Business:

a. Release of Property. – Mr. Mackin stated that he needs self- education in the process of how to release the Brooks and Passios property. Dr. Berthiaume indicated that school legal counsel has been asked to provide guidance as to how to release property back to the Town. Have every intention of moving forward with this. Waiting for counsel to advise. Need to coordinate with Town as to when acceptance is possible. Superintendent Calmes, Ms. Lafleur, Mr. Toale and Dr. Berthiaume will meet to discuss. Presentation by Reuse Committee at recent Board of Selectmen's meeting suggested a way to use Passios as a potential Town Hall. More information will be forthcoming.

b. Cell Tower-Easement- Mr. Londa discussed that he had been approached two years ago to put cell tower on school grounds, met with representatives of Verizon six months ago, had prepared and released an RFP go out in December. The Parks Commission recently recommended that Verizon be awarded the bid. The proposed plan is to replace one of the light poles on turf field. The terms would create revenue in the amount of \$30,000 per year with a 3% annual escalator. Pay in monthly installments. Initial 10 year contract would need to be approved by BOS and Town Meeting. Terms include four additional five year contract periods for a total of 30 years. To complete this will require a 10 foot wide easement along current light pole underground. Parks Commission has made their recommendation to Town Manager, she has accepted. This cannot move forward without School Committee approval. This also will require that Verizon obtain a special permit. Verizon has been told they are the top bidder. Mr. Londa discussed the estimate on revenue for this proposal which would be \$384,000 in the first 10 year period. 30 year period would be approximately \$806,000 revenue. Dr. Berthiaume asked if abutters had been notified. Dr. Berthiaume stated he would like to

put on the record that the School Committee will take this under consideration and would like the chance for the public to give us feedback before we vote on this proposal. Mr. Mackin asked if this will affect the warrant. Dr. Berthiaume explained they will have the March meeting before the warrant closes and this would provide an opportunity for public to comment with any concerns or suggestions prior to taking action. He propose taking action at televised meeting in March.

c. Track and Field Replacement- Mr. McCauliff discussed the field issue at the SBC meeting two weeks ago. Has been discussed at the SBC and policy sub-committee. He presented the Power Point diagram which was not to scale to show what we have currently for fields and what we are hoping to attain. (handout) Minimum requirement is to be able to conduct school athletics. With all of the field space proposed, would have the capacity for all sports teams. Complication to this is artificial turf field and track under consideration for replacement currently. Two planned fields are not available until 2017 along with the Mass Ave field. If there are no changes to current situation, worst case scenario would be that we would not have the two fields, questionable use of existing artificial turf field. Dire circumstance would have to find a place for 8th -9th grade football, JV boys and girls soccer. Would have to have all away games. Increase in transportation costs of at least \$18,000. Loss of revenue \$15,000 gates receipts, but would gain in not having as many officials. Booster clubs would lose revenue from snack shack. Negative impact to fall sports programs, Homecoming would look different. Later start time would impact all athletics. Potential loss of students to school choice if this progresses. With replacement of turf field in the summer of 2016 option, there would be shorter practice times, reduced number of home games, increase in transportation of \$4,000, etc. Ms. Shapiro asked a logistics question regarding parking and entrance from THMS, and how would this work for a Friday football game. Mr. McCauliff explained that this would be a bit more of a challenge as they would have to notify other schools of a different drop off and pick up procedure. There will be plenty of parking at new school to accommodate. May require extra police detail to route traffic, etc. If we have replacement of artificial turf field in 2016 and access to front Mass. Ave field, this creates a good situation. JV boys and girls soccer on Mass. Ave. Field, varsity shares practices on field, etc. In 2017 with access to 4 fields and two practice areas, in this model will have adequate safe fields can run all sports and youth programs and games, LYSA and Bengals guaranteed spaces to play. If all three fields however are grass, run into problems with maintenance, rain damage, etc. Would have to rotate grass fields out of use, and look at canceling games and practice, With loss of one grass field makes it impossible to add MS soccer program back into model. If, however one of the fields is artificial turf, this reduces rain problems and can rotate fields more. If we have 2 artificial turf fields and 2 grass fields, have better rotations, etc. If you add a 3rd field can run almost everything you desire. MS soccer possible with LYSA cooperation. Rotation of field is a lot less frequent.

Track currently is in need of replacement as it is coming to the end of its life. Spoke to a contractor about resurfacing and it would be \$130-140,000 to do so. Clinton recently replaced their whole track and asphalt underneath. Paid \$400,000 and this is a thinner polyurethane track that will wear out sooner. By resurfacing will have several inches of thickness. Now has cracks, think if we go another year will be looking at a more extensive project with loss of use. Met with Town Manager and DPW and they suggested possible revenue from cell phone tower. LYSA and Bengals interested as well to develop a financial model to bring in money to pay for this so it will last for 12 years or more. Track is now in 11th year. Astroturf relayed that UV light and usage take away the life of a track. Mr. McCauliff discussed turf field funding scenarios (handout). With some cell phone tower revenue and athletic budget could replace with little contribution from others. Counting on community partners or other groups to step forward to help. Taking a look at hazardous field fills, as alternatives instead of crumb rubber (recycled tires) least expensive, some people believe it is a hazardous substance, and Astro Turf will be available at SBC meeting on February 10th with their suggestions. Alternatives to crumb rubber are coconut husks, Nike rubber from shoes, etc. Removal of old field will mean they will recycle whole field, will have savings of \$30-40,000 dollars. The infill stays with the field so you can reclaim the cost of purchasing the next field. Decision made to not take action tonight.

Public Comment –Dr. Berthiaume pointed out that the Town Caucus is Monday, March 14th . He announced that he will not run again and hoped that people will take the opportunity to step up. Ms. Shapiro indicated that her term also concludes in May, and she will not be running again so there will be two open spots. The public is encouraged to run for these open positions. Ms. Shapiro indicated that THMS held volleyball event for grades 4 and 5 today. She commented that the administration and faculty organizing the event did a great job. A large

number of students participated at no cost. Mr. Louis Bettencourt was invited to podium to speak. He asked about the calendar options. Dr. Berthiaume explained that Superintendent Calmes would be sending an update by the end of the week to the Calendar Advisory committee. Mr. Bettencourt spoke regarding the fields and mentioned he was a graduate from UMASS with a degree in turf grass management, now in sales for a chemical and fertilizer company. He stated that grass fields when properly maintained can take same abuse artificial turf takes. In regards to cost and maintenance will spend less if properly built and maintained with real grass. There are a number of contractors that specialize in doing all required maintenance. If we are not going to maintain grass, best option would be to put in three artificial fields. He commented that real grass much safer. Athletes have fewer injuries. Asked about g-max testing on existing field and last time it was done. He indicated that this is important testing to prevent concussions. He offered plenty of resources and is more than happy to have discussions as to pros and cons of grass vs. artificial turf. Real grass needs commitment , but is not expensive.

Ms. Luck approached podium and said she was sorry to hear that two members will not be returning. She asked questions about the summer program and Mr. McCauliff responded. She also had several questions about the mentor program including the cost. Mr. Sheasgreen responded. Ms. Luck asked where the revenue from the cell tower would go. The revenue would go to the Town and could be utilized to pay for the turf field if that is what the Town decided. Ms. Luck mentioned the option preferred by the Reuse Committee to turn Passios into Town offices. She asked what the plans are for district offices. Dr. Berthiaume stated it was premature to discuss or decide the plan proposed last night. Level of detail has not been worked out yet. Ms. Luck stated that she feels there is a lack of communication between the Reuse Committee and the School Committee. Mr. Mackin stated that Mr. Toale had specifically wanted to the plan to presented to the BOS before sharing with all other committees. Dr. Berthiaume stated that the Capital Planning Committee did not recommend funding for capital items that supported the move of the district offices to THMS. Ms. Luck felt that all of this was public information and should have been more transparent. Dr. Berthiaume encouraged her to speak with the Reuse Committee about her concerns.

Mr. Mackin added that he had neglected to mention earlier the BGCL event on March 11th “Are you smarter than a 5th Grader” at LHS at 7pm. It is a great event and encouraged everyone to bring the whole family.

Reports

- a. Finance Committee – Dr. Berthiaume reported joint meeting tomorrow with BOS with one resolution for legislature to fully fund Chapter 70. Main purpose is to listen to state experts regarding school funding. Have to receive this training as part of School Committee but not required of other boards.
- b. School Councils- Ms. Sroka reported the Primary met last Wednesday, working on school goals. 100th day of school today, March 8th after school activities session begins. Ms. Shapiro reported THMS met last Tuesday, working on handbook for Grades 6-8 and 3-5. Mr. Mackin reported LHS met.
- c. PTO- Ms. Sroka reported on recent meeting. Fundraisers netted \$562 for Barnes and Noble, \$1513 for the Peanuts movie, Miles for Myles \$7,571. Parents Night Out April 2nd 7-9:30pm, ticket sales on website. At Elks Club, Leominster. Next meeting Monday, Feb. 8th.
- d. Policy Sub-Committee- Dr. Berthiaume reported this was not currently scheduled, need to go over 4000 section next.
- e. Capital Planning Committee –Ms. Sroka reported presented to Finance Committee last Thursday.
- f. Wellness Advisory- Ms. Shapiro reported meeting recently and they are piloting a lifeline suicide prevention at LHS-guidance counselors presented. Stress free weekend in grades 8-12 long weekend of Presidents Day. Will have minimal homework assignments and no tests on that Wednesday students return.
- g. PAC/SAL – Ms. Shapiro reported they had not recently met.
- h. Re-Use: Mr. Londa reported and summarized the committee is moving forward with recommendation of sale of Ritter building, Brooks House, and old Primary School. In addition recommending TCP be repurposed for Town Hall offices. Clear from analysis of feasibility study that TCP could contain all town offices, other community uses, while marketing Ritter, Brooks House, old Primary. Some look at preserving building of Town Hall for community use as it holds a historical value . BOS authorized to move forward on TCP use. Reuse will develop a proposal of need for market analysis of other properties. Reuse will make presentations to other committees also. Ms. Shapiro commended Mr. Toale and Reuse committee for very thorough work in order to present options. Mr. Mackin commented this was a very compatible use of a larger campus.

- i. Transition/Reconfiguration- Mr. Londa had been requested by the Superintendent to reported. He indicated that the administration met this afternoon to review the move and finalized list of materials/number of boxes that needed to be moved between schools for reconfiguration. He is using this information to prepare an RFP to be released the first week of March. He is also looking closely at materials for donation or recycling. Mr. Londa indicated that he felt we were right where we need to be at this point.
- j. Diversity Advisory Committee- has not met recently.
- k. Start Time Sub-Committee- Will not meet until FY17 to review the impact of new start times.
- l. Reconfiguration Advisory- Ms. Shapiro reported that they met last night, will be sending draft policy drafted by Mr. McCauliff and reviewed by the committee concerning guidelines and criteria of trophies, awards and plaques for future reference. Will be sending recommendations to the School Committee for naming of the gym in the new building and auditorium. Dr. Berthiame stated the names will need to be presented to the middle and high school councils first.

Items for Future Discussion: none discussed

Adjournment – Mr. Mackin made a motion to adjourn regular session of the meeting, Ms. Shapiro seconded the motion. Vote: Unanimous. Meeting adjourned at 9:04pm.

Respectfully Submitted,

Liz Petersen
Recording Secretary