



# Lunenburg Public Schools

Loxi Jo Calmes  
Superintendent of Schools

**MEETING MINUTES**  
SCHOOL COMMITTEE MEETING  
Wednesday, March 16, 2016  
T.C. Passios Elementary Building- 7:00 p.m.

**MINUTES**

School Committee

Gregory Berthiaume, Chair-present  
Michael Mackin, Vice Chair-present  
Wendy Bertrand, Secretary-present  
Colleen Shapiro-present  
Heather Sroka-present

Guests

Tammy Yourk, LHS Faculty

Superintendent

Loxi Jo Calmes-absent

Recording Secretary

Liz Petersen

Student Representative

Sophia Holman - absent

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Call to Order: The meeting was called to order by Dr. Berthiaume at 7:02pm.

Chair's Report: Dr. Berthiaume stated that unfortunately Superintendent Calmes cannot be here due to an unexpected trip to Wyoming. He announced the two finalists chosen for the principal's position at Turkey Hill Elementary School: Heidi Champagne and Mary Alise Herrera – and shared details about the upcoming public forum. Childcare is available, but parents/guardians need to register prior to event. He extended thanks to all those who participated as members of the search committee: Wendy Bertrand, Camilla Thompson, Karma Tousignant, Dawn- Marie Ayles, Rhonda Connery, Ami Powers, Amy Jones and Heather Witham.

Review and Approve Warrants: warrants were on the table for signature and there were 4 line item transfers presented. Ms. Hanscom requested transferring \$925 from hospital tutoring to contracted evaluations to cover the cost incurred for a Spanish student evaluation. Ms. Sabatini requested a transfer of \$325 from math dues and fees to math supplies due to students being unable to attend the FSU math exam because of conflicts with scheduling. With transferred funds would like to purchase a calculus manual and two portable easels for presentations. Mr. Londa requested transfer of \$1000 from natural gas to repair of equipment line due to needed repairs to maintenance equipment. Final request by Mr. Londa is for \$2000 from natural gas to dumping fees to cover costs of last quarter sewer expenses.

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

Student Representative's Report: No Report.

School Building Committee Report : Mr. Mackin reported that he attended the 81<sup>st</sup> construction meeting today, and the high school wing was 98% complete. Small delay in delivery of whiteboards, done by end of next week. Smartboard system and building systems operational. All lockers have been installed in the high school wing. Gym floor installation complete and the floor is now being sanded followed by the first coat and then painting for court lines and the Blue Knight logo in middle of floor. Two weeks out on completion. In the auditorium, all side acoustical panels are completed, all rigging is on the stage, and the floor of the stage is being installed. Anticipate that on April 4<sup>th</sup> auditorium seats will be delivered. Bleachers for gym will also be delivered on April 4<sup>th</sup>. In the cafeteria . all equipment is being delivered and installed. In the middle school wing the casework is complete and lockers are being installed. On June 15 Phase 2 construction will commence and fencing will be moved around. Asbestos abatement to take approximately six weeks and the old high school will be demolished fairly quickly after the abatement is completed. The School Building Committee will be meeting next Wednesday in room #13 of TCP. The project is on schedule and under budget.

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### New Business

Request for Initial Approval-Italy Trip & Final State Latin Convention: Dr. Berthiaume introduced Ms. Yourk, LHS Foreign Language faculty who began with the trip to Italy for initial approval in April 2017. This is an eight day trip. Switched to a different company this year named ACIS. Total cost \$4130 if students register with a \$200 down payment by May. Travel incentives given such as \$100 for an earl bird registration. Ms. Yourk has experience with this company as a chaperone but not as a teacher. Dr. Berthiaume reminded public of policy and procedures for initial approval and noted that Superintendent Calmes recommended initial approval. Mr. Mackin made a motion for initial approval of this trip. Ms. Shapiro seconded the motion. Ms. Sroka asked if this was just Latin students who could attend and when next trip may be for additional languages. Ms. Yourk clarified by saying this trip was just for Latin students however the foreign language dept. tries to stagger their trips every two years to give students in other languages the opportunity to attend.. Vote Unanimous.

Latin Convention-Ms. Yourk requested final approval for LHS students to attend the 2016 State Latin Convention-April 29<sup>th</sup> –May 1<sup>st</sup> this is an, 2 night overnight trip to Hyannis and event to take place at Barnstable High School. Have lots of entertainment for students in addition to the convention activities. Final cost for the students is \$180 and includes all meals and their stay in the hotel. Open to all 8<sup>th</sup> graders and up in Latin. Superintendent recommendation: Approve. Mr. Mackin made a motion to approve the trip as finalized, Ms. Bertrand seconded. Vote: Unanimous.

Diversity Advisory Reconfiguration: Dr. Berthiaume explained that this was set up originally as an advisory committee to the School Committee. The intent was to just have an advisory committee to the superintendent that was not subject to open meeting laws. Mr. Mackin moved to declare that the School Committee Advisory for Diversity was completed with their charge and for this group to continue in an advisory capacity to the superintendent. Ms. Sroka seconded the motion. Vote: Unanimous.

First Reading Revised Policy 1202 Facilities Use: Some minor language changes and addition of requirement for trained personnel when the new auditorium is used. Because of the substantial upgrades in the quality of the new fields, these were added to the policy as well. The first change was designed to recover specific costs associated with an event to bring the facility back to a suitable condition for educational use. Also made clearer the language that the District is not responsible for advertising for non-school events. Insurance amount increased as suggested by Town's insurance carrier to 3 million. The third change was due to a technology update in using an online version of the facility use request. Ms. Bertrand mentioned local organizations that have traditionally rented the space have been notified of the proposed changes. Motion to waive first reading by Mr. Mackin, seconded by Ms. Shapiro. Vote: Unanimous.

Old Business : none discussed

### Public Comment:

Ms. Luck thanked the School Committee for making the important changes to policy in order to protect the school.

### Reports

- a. Finance Committee: Dr. Berthiaume reported that they had met two weeks ago.
- b. School Councils: no new reports were presented.
- c. PTO: Ms. Sroka reported the PTO meeting on Monday, not present due to conflict with caucus.
- d. Policy Sub-Committee: Dr. Berthiaume reported going over section 4000.
- e. Capital Planning Committee: Ms. Sroka reported no new developments.
- f. Wellness Advisory Committee: Ms. Shapiro reported that they met last Wednesday, presentation by director of SHINE Initiative helping to distribute information and resources available for mental health. LHS will be looking into whether there are students interested in forming a student group.
- g. PAC/SAL: Ms. Shapiro reported they had not met.
- h. Reuse Committee: Mr. Mackin reported that a proposal will be forthcoming for someone to do an evaluation of existing properties such as the Ritter Building, Brooks, House ,etc.

- i. Transition/Reconfiguration: no report discussed due to Supt. Calmes absence
- j. Diversity Advisory Committee: informal meeting occurred 3/10- no votes. Dr. Berthiaume explained this will now be in a different format in the future based on tonight's decision.
- k. Start-Time Sub-Committee: on hiatus currently.
- l. Reconfiguration Advisory: Ms. Shapiro stated April 12<sup>th</sup> next meeting at 5pm at LHS.

Topics for Future Discussion: None brought forward.

Adjournment: Mr. Mackin motioned to adjourn, seconded by Ms. Shapiro. Vote: Unanimous.

Meeting adjourned at 7:30p.m.

Respectfully Submitted,  
Liz Petersen, Recording Secretary