

**LUNENBURG PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING  
Wednesday, March 3, 2010  
Reception for Milree Keeling – 6:30 p.m.  
Town Hall – 7:00 p.m.**

MINUTES

School Committee

David Reif, Chair

Michael Mackin

Jason Poitras

Milree Keeling

Donna White

Superintendent

Loxi Jo Calmes

Recording Secretary

Mary Landi

Student Representative

Elizabeth Broden

Guests

Caryn Katz

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- \* Call to Order – Dr. Reif called the meeting to order at 7:05 p.m.
  - \* FY11 Budget Hearing – Mr. Mackin moved and Ms. Keeling seconded a motion to suspend regular session and begin the budget hearing. Vote: unanimous.

Superintendent Calmes began her presentation by expressing thanks to the administrative team for all their hard work on the FY11 budget. The proposed budget was presented to the faculty yesterday and master schedules have been released in each building. We focus on enrollment when working on the budget. The Primary School will continue with full-day Kindergarten (five sections of non-tuitioned); next year's second grade will have approximately 120 students with five sections; TCP is anticipating a decrease of 30 students for FY11; THMS is anticipating some additional choice slots for FY11; LHS is anticipating a decrease of 12 students for FY11. We do not anticipate any Shirley students enrolling as freshmen due to the Ayer/Shirley regionalization. There is discussion around the possibility of siblings of current Shirley students attending the high school. We anticipate 87 choice students for FY11. The superintendent's recommended budget is a 1.3% increase over the current budget. The town manager's recommendation for FY11 is 14.3 million dollars, which is about \$300,000 below the superintendent's recommended budget. Superintendent Calmes reviewed reductions that have already taken place in terms of how we got to where we are, and she talked about what we want to preserve for students going forward. Superintendent Calmes highlighted the impacts that are anticipated because of the reductions being made. Current administrative staff will be reassigned. Mr. Londa will remain at Brooks House, while everyone else in the building will be redeployed to the schools. Responsibilities will be changing for some of the secretarial staff. New/additional technology will be put on hold. We will be increasing fees and possibly adding some new fees, including a fee for bus use. Only repairs will be made to the buildings, no upgrades. We may restrict times when buildings are available in order to conserve energy and manage those costs. We may need to decrease the number of athletic games and offerings to students due to cost of transportation and coaching. Golf and tennis may need to be eliminated because of their low enrollment. There was further discussion about the superintendent's recommended budget, with questions asked by audience members. At 8:21 p.m. Mr. Mackin moved and Mr. Poitras seconded a motion to adjourn the budget hearing and take a five-minute break before entering back into regular session. Vote: unanimous.

- \* Chairman's Report – Regular session resumed at 8:29 p.m. Dr. Reif modified the agenda to address the New York City trip next.

\* Review and Approve Minutes

- February 3, 2010 regular session minutes – Not addressed.
- February 24, 2010 regular session minutes – Not addressed.

\* Review and Approve Warrants

\* Superintendent's Report

- MSBA Update

\* Public Comment – Ms. Keeling announced that she would not be running for re-election this year. Anyone interested in her seat on the school committee should attend the Town Caucus on March 15 at 8:00 p.m. at THMS.

\* New Business

Discussion

- a. FY11 Calendar – Superintendent Calmes gave a brief review of the calendar, which is much like a traditional one, with one exception – there will be an opportunity for some afternoon parent-teacher conferences. This will be piloted for the year. Graduation is on June 11, which is ten days prior to the last day of school if there are five snow days. There was discussion around having a later graduation date and the pros and cons associated with it.
- b. Shirley Non-Resident Agreement – Superintendent Calmes briefly reviewed the two scenarios around the non-resident agreement currently being considered: one if Shirley regionalizes and one if Shirley does not. Superintendent Calmes recommended including language around Shirley's obligation to provide bussing if Lunenburg has a half day, as well as Shirley freshmen coming to Lunenburg. The superintendent would like to vote on this within the next month.

Action

a. Donations

- Alex's Team Grant – The Berthiaume family has generously provided over \$1,000 in materials for the special services department. Mr. Mackin moved and Ms. Keeling seconded a motion to accept the donation with gratitude. Vote: unanimous.
- Ms. Stephanie Page donated copies of the book A Long Way Home to the high school. Mr. Mackin moved and Ms. Keeling seconded a motion to accept the donation. Vote: unanimous. Thank you to Ms. Page.

b. MSBA Planning Warrant Article – Superintendent Calmes stated that the school department is asking for a placeholder on the Town Meeting warrant for an article that would request the town fund the feasibility study in partnership with the MSBA. Superintendent Calmes recapped the meeting with the MSBA last Friday. They reaffirmed we are in the capital pipeline. The MSBA will assess our feasibility/facilities study from 2007 to see if any of it can be used. They encouraged us to continue to look at regionalization or reconfiguration in order to achieve the appropriate number of students being educated in the schools meet their guidelines/recommendations. Ms. Keeling added that the MSBA feasibility study would go through to schematic design, which is further than we went before. We would need to appropriate the money up front and be reimbursed as we incur expenses. The MSBA suggested we continue on a dual track – regionalization and renovation at the same time. It was beneficial to have the MSBA tour all of the schools when they were here for their visit. The MSBA's idea of a facilities study is much more extensive than the one done in 2007. If we do not move forward, we would not be a partner with the MSBA and the town would be on its own in funding any renovations or new buildings. There was discussion about when the school committee would take a vote on the regionalization issue with North Middlesex. Dr. Reif said the committee is waiting on more information. There was clarification around what

the school committee would be voting on: whether they would recommend the regional planning committee move forward in looking at regionalizing with North Middlesex. The regional planning board would then go before the town with a recommendation. There was discussion around when the vote would be taken; Dr. Reif indicated it would be at the next meeting. There was further discussion with members of the audience around the MSBA, regionalization, and clarification of the process. It was noted that when Ms. Keeling is no longer a school committee member, someone else from the school committee would need to be appointed to the regional planning board, which she currently chairs.

\* Old Business  
Discussion

- a. Update Superintendent's goals – Not addressed.
- b. Update School Committee goals – Not addressed.
- c. Regionalization Discussion

Action

- a. New York City Trip – Final Approval – Ms. Katz went before the committee to answer any questions they had prior to giving their final approval. Superintendent Calmes recommended final approval of the trip. Mr. Mackin moved and Ms. Keeling seconded a motion to accept the superintendent's recommendation. Vote: unanimous.
- b. Cafeteria and Secretary/Clerks Contracts
  - Superintendent Calmes recommended approval of the contract for cafeteria workers; increases in the salary schedule over the next three years are 1.5%, 1.5%, and 2.0%. Two other changes include an increased amount for uniforms to \$225 and a longevity change. Mr. Mackin moved and Mr. Poitras seconded a motion to accept the superintendent's recommendation. Vote: unanimous.
  - Superintendent Calmes recommended approval of the contract for the secretaries and clerks; increases in the salary schedule over the next three years are 1.5%, 2.0%, and 2.5%. Ms. Keeling moved and Mr. Poitras seconded a motion to accept the superintendent's recommendation. Vote: unanimous.

\* Public Comment – Brian Laffond, Finance Committee member, asked for copies of the approved contracts. Superintendent Calmes responded that we would get those to him.

\* Reports

- a. Students
  - Career Day is next Friday
  - Students attended a field trip to Anna Maria College
  - Mr. LHS was cancelled due to lack of interest
- b. Advisory Committee
- c. Finance Committee
- d. School Councils
- e. PTO
- f. Policy Sub-Committee
- g. Capital Planning Committee
- h. Health Advisory Committee
- i. PAC/SAL
- j. Regional Planning Committee
- k. Rep. Benson's Advisory
- l. Other

\* Continuing Projects/Estimated Date of Completion

- complete foreign exchange student policy discussion
- opt-out discussion

- bus transportation
- discussion around head injury protocol

\* Items for Future Discussion

- Workshop Sessions
- Facilities Use Procedure
- Civic Engagement

\* Executive Session – None.

\* Adjournment – At 9:48 p.m. Mr. Mackin moved and Ms. Keeling seconded a motion to adjourn regular session. Vote: unanimous.

Respectfully Submitted,

Mary Landi  
Recording Secretary

c/5/21/20/mel