



# Lunenburg Public Schools

Loxi Jo Calmes  
Superintendent of Schools

## MEETING NOTICE

SCHOOL COMMITTEE MEETING  
Wednesday, May 20, 2015  
T. C. Passios Building, 7:00 p.m.

### MINUTES

School Committee

Gregory Berthiaume

Michael Mackin

Colleen Shapiro

Heather Sroka

Wendy Bertrand

Guests

Timothy Santry, THMS Principal

Superintendent

Loxi Jo Calmes

Recording Secretary

Liz Petersen

Student Representative

Sophia Holman

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Call to Order –the meeting was called to order at 7:00pm by Superintendent Calmes.

Committee Reorganization:

- Chairperson: Nomination of Dr. Gregory Berthiaume by Mr. Mackin. Ms Shapiro seconded nomination. No other nominees. **Vote: Unanimous.** Congratulations extended by Superintendent Calmes.
- Vice-Chairperson: Nomination of Mr. Mackin by Ms. Shapiro. Ms. Sroka seconded nomination. No other nominees **Vote: Unanimous.**
- Secretary: Nomination of Ms. Bertrand by Ms. Shapiro. Mr. Mackin seconded , No other nominees. **Vote: Unanimous.**
- Motion to continue all existing policies-Mr. Mackin moved, Ms. Shapiro seconded. **Vote: Unanimous.**  
Question as to whether we should be member of the Massachusetts Association of School Committees (MASC) . Mr. Mackin relayed that currently the benefits of membership include receiving legislation updates, policy notes, and the ability to attend conferences. Mr. Mackin found it very useful and recommended continuing. Dr. Berthiame pointed out that this could be funding that could be used in another area, but he recommended continuing as well. Superintendent Calmes commented that hopefully we will be able to support these dues through funding that we are anticipating from the state such as circuit breaker or 40S. Motion to renew membership and pay the dues as required by Mr. Mackin, Ms.. Shapiro seconded. **Vote: Unanimous**
- School Building Committee Representative: Nomination for Mr. Mackin to continue to be the representative by Ms. Shapiro, Ms. Sroka seconded. **Vote: Unanimous**

- Appointments to Existing Committees: Discussion as to remaining appointments to existing committees: Dr. Berthiaume outlined the policy sub-committee responsibilities and meeting frequency. Explanation of sick leave bank by Dr. Berthiaume
  - Policy Development/Review: Gregory Berthiaume & Wendy Bertrand
  - Sick Leave Bank: Gregory Berthiaume, Sandra Curley
  - Executive Board Member to FLLAC Collaborative: Loxi Jo Calmes
  - Finance Committee Representative: Heather Sroka. Alternate -Michael Mackin
  - Capital Planning Committee: Heather Sroka
  - Wellness Advisory Committee: Colleen Shapiro
  - PTO Liason: Heather Sroka. Alternate-Wendy Bertrand
  - PAC/SAL Liason: Colleen Shapiro
  - School Council Representatives: LHS: Michael Mackin, THMS: Colleen Shapiro, Primary: Heather Sroka
  - Diversity Advisory Committee: Gregory Berthiaume
  - Start Time Sub-Committee: Colleen Shapiro & Wendy Bertrand

Motion to adopt stated candidates as representatives to existing committees made by Mr. Mackin. Seconded by Ms. Shapiro, **Vote: Unanimous.**

Chair's Report-none

Review and Approve Minutes-

- April 30, 2015 Regular Session Minutes
- May 6, 2015 Regular Session Minutes

All minutes put forth were approved by the Committee.

Review and Approve Warrants- warrants on the table, no line item transfers were presented.

Superintendent's Report –

Superintendent Calmes stated that the end of assessments up through 8<sup>th</sup> grade will conclude at the end of this week, seniors into finals next week. The department awards for seniors were Monday. Superintendent expressed teachers shared observations about this particular class as high achieving, leaders and contributors in inclusionary activities like unified track and best buddies, as well as engaging school spirit. Upcoming events include Baccalaureate will be held on June 2<sup>nd</sup> at United Parish, senior motorcade and breakfast on June 3<sup>rd</sup>, senior showcase through music department on June 3<sup>rd</sup>, community awards ceremony on June 4<sup>th</sup>, and Graduation will be at 4pm on June 6<sup>th</sup> at FSU. Underclassmen awards June 18<sup>th</sup>, 7<sup>th</sup> grade awards June 22<sup>nd</sup>, THMS year- end celebration May 29<sup>th</sup>. Move up day for 3<sup>rd</sup> grade on June 11<sup>th</sup>. Many events open the public, welcome to participate in most. POPs concert was outstanding this year. Senior showcase June 3<sup>rd</sup> and THMS Spring Concert next Thursday May 28<sup>th</sup>. Invitations sent out for Memorial Day programs. Thankful for all participants that have given their time serving this country and students that have worked hard all year. Ending year on a celebratory note.

Student Representative's Report-Ms. Holman reported last Friday was Special Olympics, which went extremely well. Course registration due Monday May 4<sup>th</sup>, Prom May 23<sup>rd</sup> 6pm at Great Wolf Lodge, boys lacrosse, girls and boys track meet tomorrow.

School Building Committee Report- SBC meeting last Wednesday discussion around the status/timeline of the project. First change order processed at that meeting which was minor in the scale and scope of the project. This is well within the construction contingency. Time to time will have minor issues that will require change orders. Next change order will most likely be demolition of LHS. Minor dollar amounts compared to amount of contingency built into contract. Construction meeting today-"A" building almost completely enclosed-framing, will have vapor barrier, then masonry. Duct work in building "A", plumbing completed. Began work in auditorium in preparation for concrete work. All rough plumbing, electrical behind gym with locker rooms and extra PE areas completed. Auditorium almost completely blocked in now-80% done. Construction

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management team feels we are on schedule. Over 100 men on site today. Do not see a need for overtime or extra hours now. LHS School Council toured the construction site today. Superintendent Calmes shared that a tour could be arranged for the School Committee if they would like however the tours need to take place at 3pm. On Tuesday, THMS School Council at 3:15pm will be touring the site and member of the School Committee are welcome to join that group. Superintendent Calmes will reach out to other own committees such as BOS, planning board, etc to see if they would be interested in a tour. June 10<sup>th</sup> next SBC meeting and open to the public.

### New Business

a. FY16 THMS School Improvement plan & Handbook- Mr. Santry thanked his school council for their 2 year commitment, and they have agreed to meet monthly due to new school transition purposes. Fourth and final year in 4-7<sup>th</sup> grade building. Preparing for upcoming transition discussions, with a mix of what has been successful in the past and what will work for the future. Due to transition, goals will be for one year, not two. Three measurable goals:

1. Focusing on student learning-achieving at high levels, social /emotional learning, and transition. Put in a measurable goal toward looking at growth percentiles in each content area-looking at attaining 50% growth at each grade level and content area. Will implement by end of next school year content area curriculum maps, DDMs at each level, will continue with proven strategies such as junior great books, RTI, and activities to meet the needs of higher achieving students such as project based learning. Will provide PD for staff in order to offer these opportunities to students.
2. Second goal social/ emotional-had combined developmental design and responsive classroom when THMS transitioned to 4<sup>th</sup> through 7<sup>th</sup> grade. Have to now determine social/ emotional needs for all grade levels. Have a shared inquiry text to incorporate into 6<sup>th</sup> grade more, will work more on morning meetings with 4<sup>th</sup> and 5<sup>th</sup> grade that are developmentally appropriate. Want to still support peer mediation, Big Sibs, Little Sibs program to make healthy choices and positive role models.
3. Third goal is to develop a transition goal. Developed in conjunction with all school advisory councils to be aligned in all of the schools due to transitions. Communication with parents about transitioning is biggest goal. Will continue to update document when THMS receives MCAS results in October to see if they are achieving their goals.

Dr. Berthiaume asked what is different from this year vs. last year in regards to achieving these goals. Mr. Santry answered that they are utilizing curriculum maps & DDMS now. Question as to if THMS has any more targeted interventions for next year? Mr. Santry explained that in Grade 4 a math expert has come in to observe and provide feedback and resources as this is targeted for improvement. Worked with intervention groups and worked with common assessments in results groups. Next year Mr. Santry relayed that he would like to see results in MCAS scores in order to see what the next strategies will be. Have hired 4<sup>th</sup> grade math teacher, which will lower class sizes in that grade level to hopefully see results. Superintendent Calmes believes that right now it is important to include transition goals in each school improvement plan. Continue to work on goals, to move back to level 1 status instead of level two, agree that investing in additional teacher is a move towards this. Have confidence in teachers to close gaps, and achieve better scores in sub groups-in ELL and Special Education. Mr. Jeff Cournoyer, 6<sup>th</sup> grade teacher, has worked with colleagues to get curriculum maps articulated in ELA and SS to make sure they are consistent. Mr. Santry explained that the Handbook was remaining constant except for updating the bullying policy. Will start looking at shared vision, dress code, philosophy this coming year.

b. Donations: LHS received Hannaford Helps donation for \$1,000. This was in addition to the normal funds they have received from this program. Superintendent Calmes recommended this be supported with gratitude. Mr. Mackin made motion, Ms. Shapiro seconded. **Vote: Unanimous**

### Old Business

Budget Update: Superintendent Calmes discussed that an increase in Chapter 70 funding by Senate. Restoration of Kindergarten grant was not in the Senate budget. Most significant is the possibility of an increase in Circuit Breaker to fully-funded. We will have to wait for final budget and the DESE to give us the correct percentage. Right now it is currently set at 65%. Superintendent has communicated with Senator Flanagan appreciation of support. 40S funding is at the level Governor recommended.. When we receive all final information in funding from the state, then can make final adjustments in line items in order to share with the School Committee.

Reception for retirees at Town Hall on June 3<sup>rd</sup>. Ms. Sandy Laserte, THMS PE teacher recently announced retirement. Meeting with candidates for new hires this week, will keep everyone updated. Had many applicants for 4<sup>th</sup> grade posting. Feel that we are in a position to advertise the 6<sup>th</sup> grade teaching position and recommend posting soon. Would like to move forward in order to have interviews. School committee relayed that they appreciated the funding updates as we receive them.

Public Comment –Ms. Luck asked if teachers were encouraged to manage behavior of students in their classrooms. Mr. Santry responded in the affirmative. Ms. Luck asked for clarification concerning what the change order was for the school that Mr. Mackin had previously spoken of. Mr. Mackin explained that there was one for \$52,000 for four items- specifically design issues due to one room being too small, 7 missing plumbing clean outs, one area undersized for the demand, upsizing of cold water main. Expect in a building of this size and complexity for some items to be missed and needing to make small changes. Mr. Mackin explained that the reason you have the contingency is to catch things that are missed like this. Contingency is 3% of total project – actually low considering the total scope. Ms. Luck suggested that the Committee require teacher to notify the District earlier about retirement. Dr. Berthiaume stated that would be a subject for negotiation. Ms. Luck suggested that Master Teachers make presentations to the School Committee about their projects.

#### Reports:

- a. Finance Committee-Dr. Berthiaume relayed that they had not met.
- b. School Councils- Primary and THMS will meet next week. LHS met today, site tour.
- c. PTO- Ms. Sroka reported they had met and held elections. Karen Cafferky-Chow will still hold the role of President. Ami Powers will also again be Vice Chair.
- d. Policy Sub-Committee- have not met, need to start meeting soon.
- e. Capital Planning Committee-Ms. Sroka reported that they had not met again.
- f. Wellness Advisory Committee-Ms. Shapiro reported that they haven't met again yet. Ms. Laserte currently facilitator, but retiring this year.
- g. PAC/SAL- Ms. Shapiro relayed that there will be a meeting in June to elect new officers. May be some changes. June 5<sup>th</sup> 11am elections. Will be joining a regional PAC in order to pool resources from several towns that will help bring speakers. Great hopes to have more resources.
- h. Reuse Committee- met on Monday, began planning for RFP for feasibility study approved at \$26,000. Looking at all buildings in town for potential uses approved at town meeting. Beginning to think about procuring proposals for marketing after study. Ongoing discussions as to desire to give TCP property to the town, showed conceptual property line to separate parcels to be marketed by the town. Zoning required setbacks, area for parking, ability to turn existing drive into dedicated street in order to get proper street frontage. Conceptual drawing shows Brooks House parcel. For clarity Kids Kingdom is not part of this. Will introduce this for committees consideration & place on agenda for next meeting. Dr. Berthiaume asked about whether SBC discussed going to MSBA. Superintendent Calmes had correspondence with the MSBA earlier this year, asked OPM to notify MSBA of this plan to keep them in the loop. As long as parking was still sufficient for the building, the plan could be revised. This would require a change order that would be more than \$50,000 due to drainage. Should have SBC speak about possible cost moving forward, and if they agree to make changes. Mr. Mackin feels that we should accept this as a conceptual line. Reuse committee is aware from Charlie Hay of Tappe & OPM that there would be potentially enough owners contingency to take down TCP, as long as decision is made by the end of this year. Ms. Shapiro asked if this would be a sufficient plan for the reuse committee to see if there would be a desire for potential developers to move forward. Mr. Mackin feels that this plan is better for the flow as it puts more parking right on the site. Mr. Mackin will share this plan with the reuse committee tomorrow. This plan is adding some more blacktop so drainage may increase the cost from previous plan. Intent was to get reuse committee a concept they could work with, and to market with potential developers. Will not take action tonight.
- i. Transition/Reconfiguration- Superintendent Calmes reported that they met today, and spoke about start/end times and structure around the schedule. Mr. Spadafino and Mr. Santry will be working tomorrow to discuss this. Next Mr. Londa will be with us to speak concerning preparing to clean out this spring so that transition will be smoother.
- j. Diversity Advisory Committee-In process of scheduling first meeting. Superintendent Calmes reported that they have not met yet. Ms. Hanscom has sent an email to all members with availability of dates.

k. Start-Time Sub-Committee-met yesterday to review input from the School Councils. The Sub-Committee had previously met with Mr. Spadafino and Mr. McCauliff. At a point recommendation to School Committee is to move start times in 2016: 8am to MS/HS, 8:50 for Grades 3-5, and 9am to Primary. This recommendation comes from a lot of research and discussion. Asked that the recommendation on agenda for broad discussion when televised. . Further recommend that when start times become adopted it will be a two year trial because fields will not be online yet in first year, which may effect student scheduling. Start time sub-committee would like to remain a committee for next year. Will make information available at open houses. Dr. Berthiaume. wants to consider this proposed change possibly in fall after we give the community an opportunity to review and ask questions before a vote by the School Committee.

Topics for Future Discussion

- a. District Improvement/Strategic Plan-Dr. Berthiaume asked committee to think about dates in July and August for workshop.
- b. One-to-One Computing/Technology Plan- Will set a target date of workshop in September with plan to vote in October
- c. Long Term Capital Plan This is the time to revisit master plan in conjunction with the District's Strategic Plan

\* Adjournment- Mr. Mackin made a motion to adjourn at 8:45pm. Seconded by Ms. Sroka.

**Vote: Unanimous**

Respectfully Submitted,

Liz Petersen, Recording Secretary

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