

**LINCOLN-SADBURY REGIONAL SCHOOL DISTRICT  
SCHOOL COMMITTEE MINUTES  
September 13, 2022**

**7:00 PM**

**Zoom**

**Present**

Heather Cowap, Chair; Cara Endyke-Doran(absent), Vice Chair; Candace Miller, Vice Chair; Harold Engstrom; Kevin Matthews (tardy); Mary Warzynski

**Also Present**

Bella Wong, Superintendent/Principal; Kirsteen Patterson, Director of Finance and Operations; Danielle Weisse, Teachers' Association Co-President; LSRHS Student Senate

**Call to Order**

The meeting was called to order at 7:08pm

**Public Comment**

There was no public comment as a result of technical difficulty with the Zoom link. (due to the Zoom link retiring and not being replaced-unbeknownst to the Lincoln Sudbury School Committee)

**Information and Discussion**

Heather Cowap presented the "22-23 Annual Goals" of the new school year.

- Fiscal Oversight of the Budgetary Process.
- Superintendent Bella's Evaluation Goals- accepted last year, revised if needed.
- Ongoing Curriculum Offerings and Program Reviews. The (In the midst of creating the 2023-2024 curriculum and schedule will be presented Tuesday, November 22, 2022
- Policy Revision and Update
  - Hybrid meeting-Should LSSC return to in person meetings? (consider METCO parents).
  - Should the outline of the LSSC's agenda change?
  - Is LSSC implementing and communicating (executing) activities/goals to the community.

Heather Cowap presented the "2023 Specific Responsibilities".

- Complete LSRHS administration contract. Finances voted May of 2022; Language will be reviewed by Fall of 2022.
- Superintendent Bella Wong's contract renews, June of 2023. The initial vote will take place on Tuesday, October 11, 2022.
- Update and revise Support Staff Handbook.
- Strengthen METCO connections.
  - Investigate ways to increase METCO students' opportunities to participate in afterschool activities and co-curricular activities.
  - Identify ways to reduce performance gaps with METCO students.

- Strengthen communication within the community (especially sending towns).
- Mid-year and end of year updates of Superintendent Bella Wong's evaluation goal
  - Identify, measure, and assess any and all opportunity gaps that impact access to the educational program and co-curricular activities

### **Student Senate Representative Report**

Natalie Daoud and Olivia Gottlieb reported that the Student Senate would work to (wanting to) increase students' voices and solicit ideas from all grades, ethnicities, genders, and religions. During the 2022-2023 school year, Student Senate will continue to host their usual activities (Food Drives, League of Women Voters Registration, Holiday fundraiser, etc.)

On Thursday, September 14th (BTSN)- Student Senate will reserve a table encouraging freshmen to sign up.

### **METCO Program Report**

On behalf of the METCO program, Bella Wong reported that with 30 students recently graduating from the METCO program, there are now 29 new students/families participating in the program. Three parents are willing to share the responsibility of joining the METCO parent council this year. Bella Wong suggested having a LSSC meeting in Boston to decrease the stress of traveling to Lincoln-Sudbury.

Recents updates to the METCO program

- Students are interested in establishing a BIPOC (Black, Indigenous, and people of color) group.
- 29 new students/families- target is 91 by October 1, 2022.
- This past summer, Boston hosted an Ice Cream social event to support LSRHS new students and their families.
- Boston University organized a math program- "Calculus Project".
  - Nineteen METCO students participated in the two sessions (only picking one of the two sessions), for a four week-long event. The success of the event has encouraged LSRHS to continue the "Calculus Program" for all LSRHS students- especially for METCO students who arrive at school early, as a means to bridge the performance gap.
- "NEW"- implementing house meetings with METCO students.
- LSRHS continues to address/manage early morning bus pick-ups for METCO students.

### **Teacher's Association Representative Report**

Danielle Weiss acknowledged the work of teachers, staff, and students during the initial week of the new school year (and their support during summer school). Whether that be guiding new students and staff throughout the school; assisting students and staff with mandatory trainings/protocols/drills (Fire drills, ALICE training, and/or EpiPen etc.). Danielle brought attention to the "First Year Initiative Teacher's Group", which will take place weekly to support new teachers. The LSTA is looking forward to the resumption of activities/events (field trips, job

fairs, and workshops). LSRHS is “Back in Business” despite a slight increase in students and staff testing positive for COVID.

### **Chairperson and Liaison Updates**

Candace suggested that there be a continuous and consistent plan regarding cell phone/technology use during classroom time. Candace suggested the issue be placed on the Tuesday, October 11, 2022 LSSC’s agenda. Bella suggested implementing a “cell phone free day”, again. Danielle mentioned that the “caddies” work.

Candace also reported a continuous and consistent plan around students placing food orders, and picking it up during class time hours.

### **Superintendent/Principal Updates**

Ms. Wong reported that the school year has begun on a positive note and listed the following updates:

- The 9th graders participated in “First Adventure”.
- School Council continues to see parent members
- Many of LSRHS’s co-curricular practices commenced on August 19th.
- LSRHS first HOME football game is Friday, September 16th.
- Transportation continues to be chaotic, due to new drivers and local traffic. At some point, Sudbury buses will consolidate (Lincoln buses have a longer ride) to ease the congestion.
- School lunches continue to be free with more food options available- vegan and vegetarian. Aramark reports that over 700 meals are being served daily as more students are taking advantage of cafeteria meals.
- Auditions for the Fall Musical, Seussical, have begun.
- With the increased number of new families, LSRHS exceeded enrollment by 20+ students. The official count will be reported on October 1, 2022.
- Class meetings for all grades began this week.
- On Wednesday, September 14, 2022, a mandatory Senior meeting will be held.
- COVID is still among us-please adhere to the school rules to keep everyone safe and healthy by staying home if you aren’t feeling well.
- On Thursday, September 15, 2022 and Friday, September 16, 2022 LS will organize an Activity Shop Around to inform and invite student participation in offered activities.
- There were two mandated faculty meetings since the start of the school year:
  - Learning students’ names; and prepping for mandatory meetings/training (504 plans, safety/protective restraints, fire drills, ALICE training etc.)
  - School goals and goal setting- analysis of survey data from the last two exam cycles, indicated that students and teachers prefer to test with the subject teacher. The deadline for the proposed schedule is Friday, October 7, 2022

Lastly, Ms. Wong announced that LS welcomed 30 new hires for the 22-23 school year; 17 new teachers, 1 new administrator, and 12 new hires for the Partner’s Program.

### Summer Work

Faculty and Staff engaged in an immense amount of Project Based Work during the summer including:

- o First Year Initiative group
- o Adaptative courses
- o New Textbooks
- o Equity grading practices
- o Diversity programming
- o Naviance replaced by SCOIR
- o Updated crisis protocol etc.

Ms. Wong recognized the many faculty members who have been a part of LSRHS for a number of years.

### School Goals and Strategic Plans

- The Superintendent's goals included how to support and implement the curriculum template for the Advisory Program with the goal of initiating the program within the next year.
  
- Devise metrics to use to identify and measure opportunity gaps in student learning:
  - MCAS scores
  - Representation in student leadership
  - Participation in co-curricular activities
  - Viewing course placements across all departments

### **Director of Finance and Operations Report**

Kirsteen reported that the FY22 budget closed with a reserve of approximately \$300k-\$500k, with 99% expended and reported. The budget benefitted from the continued assistance from COVID funds. The first portion of the budget audit was completed in July 2022.

The E&D package is in progress as is the End of Year Report which will be completed by the end of September.

Ms. Patterson also reported that the pavement and masonry of the exterior stairwell is deteriorating and requires immediate attention. The lighting controls (analog panels) must be replaced, as well as the entire camera system. A replacement for an athletic van will be included in the capital cost budget to be presented to the Lincoln CapCom.

Ms. Patterson requested a vote from the school committee on the previously mentioned proposals to Lincoln CapCom during the LS LSchool Committee meeting on Tuesday, September 27, 2022. Deadline for presenting proposals to Lincoln CapCom will be on Friday, September 23, 2022.

**Action Item**

***VOTE: Heather Cowap offered a motion to accept the 2022-2023 annual goals of Bella Wong, Superintendent/Principal of LSRHS, which was presented on September 13, 2022. Candace Miller seconded the motion. There was no discussion. Five of six members were in favor via a roll call vote. Cara Endyke-Doran abstained.***

**Approval of Minutes**

Approval of the Minutes of August 16, 2022 were postponed to the September 27, 2022, meeting.

**Future Agenda Items**

- Identify and encourage a METCO representative and co-representatives (parents or staff) to attend school committee meetings.
- Implement a continuous and consistent cellphone/technology plan district wide.
- Create a protocol for students ordering/purchasing food during class time hours.

**Public Comment**

There was no public comment as a result of technical difficulty with the Zoom link. (due to the Zoom link retiring and not being replaced-unbeknownst to the Lincoln Sudbury School Committee)

**Adjourn to Executive Session**

Heather Cowap requested a motion to adjourn to executive session without returning to open session. Mary Warzynski seconded the motion. There was no discussion. Five of six members were in favor via roll call vote. Cara Endyke-Doran abstained. The meeting adjourned at 9:16 pm.