

REVISED

**MEETING NOTICE
TOWN OF LYNNFIELD**

Town Clerk Date Stamp

Board/Committee Name: Lynnfield School Committee

Day/Date: FRIDAY, December 4, 2015

Time of Meeting: 8:00 AM - 3:30 PM

Location: School Administration Building Conference Room

BUDGET RETREAT AGENDA + EXECUTIVE SESSION

The School Committee will be meeting with Principals, Director of Special Services, Director of Finance and the Superintendent of Schools for the purpose of preliminary budget planning for 2016-2017.

The **Committee will go into Executive Session** under MGL Chapter 30A, Section 21(a) (3) to discuss strategy with respect to collective bargaining. They will not be returning to open session.

The agenda reflects topics that the Chairman reasonably anticipates will be discussed.

Public Comment Protocols

The School Committee welcomes public comment on items that are within the scope of the School Committee's responsibilities. The Public comment agenda item is reserved for this purpose. Members of the public wishing to address the Committee should be aware of the following guidelines:

- *The Chair will recognize those wishing to speak and give them the floor. Only persons recognized by the Chair may speak. For purposes of the minutes, speakers should identify themselves at the beginning of their remarks.*
- *The purpose of Public Comment is to receive input from the community, not to engage in conversation with the Committee. The Chair will ensure that any comment or question that requires a response from the Committee or the School Department will be addressed in a timely manner.*
- *All comments should be addressed through the Chair, not to any individual committee member or to others in attendance*
- *Speakers are expected to respect confidentiality. This includes the confidentiality of the speaker's own child/ren, as well as that of school staff and personnel.*

Respectively Submitted,

Jane Tremblay
Superintendent of Schools