

LYNNFIELD SCHOOL COMMITTEE

MINUTES – Regular Meeting March 22, 2016

Pursuant to notice March 22, 2016 at the High School Media Center at 7:00 PM

Members Present: Mrs. Cleary, Dr. Cammarata, Mr. Doyle, Mrs. Presser  
Mr. Hayman

Others Present: Mrs. Tremblay, Mrs. Vernon , 1 member of the press, Mr. Sjoberg, Mrs. Mauro, Mr. Cyr, Mr. Bemiss, Ms. Wyland, Mr. Cleary, Mr. Geary, Ms. Campbell, Mr. Ralston, Mrs. Robertson, Mrs. Ambroise

Mrs. Cleary opened the meeting at 7:00 PM

1. BUDGET HEARING FOR 2016-2017

Mrs. Cleary opened the Budget Hearing at 7:00 PM.

Ms. Pat Campbell spoke before the Committee. She supports a no tuition full-day Kindergarten. She believes the job description for the Director of Teaching and Learning shows a duplication of effort with positions already in place. She supports music full time in both elementary schools. She questioned the need for another bus and some of the specialist salaries.

Mrs. Presser MOVED to close the Budget Hearing for the 2016-2016 Budget. Dr. Cammarata seconded the motion.

VOTED: Unanimously in Favor

2. Minutes for Approval

Mrs. Presser MOVED to approve the regular meeting minutes of March 8, 2016. Mr. Doyle seconded the motion.

VOTED: Unanimously in Favor

Mrs. Presser MOVED to approve the Executive Minutes for: 12/16/15, 1/11/2016, 1/27/2016, 2/11/2016, 3/2/2016. Mr. Doyle seconded the motion.

VOTED: Unanimously in Favor

3. LMS Curriculum Center/Assessment Meetings/Tutors

Mr. Ralston, Ms. Robertson and Ms. Ambroise presented.

Mr. Ralston spoke about the new Curriculum Center, which was formally his office space in the main office at the Middle School. It now houses Kate Robertson and Katie Ambroise who excel in their level of collaboration. Many teacher meetings take place there as well as resource sharing. Having that space in the school office has changed the climate of the office to a professional collaboration space for all staff.

Mrs. Ambroise spoke about Assessment meetings at the Middle School. They are grade level content area teacher meetings every 6-8 weeks where teachers review all students individually and discuss adjustments and resources if need. These meetings are followed up by all staff involved looking at the whole student. It is a yearly process.

Mrs. Robertson addressed Tutors. Presently there are 6 tutors at the Middle School. 3-English, 3- Math. 4-5 students are placed into each group depending on their needs as established by the assessment meetings, classroom data and/or teacher recommendations. When scheduling tutor sessions, individual student's schedules are carefully taken into consideration.

4. Teacher Instructional Rounds/Administrative Walkthroughs

Mr. Bemiss, Ms. Wyland and Mr. Cyr presented.

Ms. Wyland spoke about how the elementary school teacher break into teams at each building. Team members observe another team members teach for 30 minutes. The observing teacher self reflects for about 10 minutes and then there is a 20 minute group discussion on what they saw and learned and what would work well for them in their classroom. One of the benefits that came out of peer coaching was the development of a supportive school culture that promotes teamwork and ownership for all students' success.

Mr. Bemiss and Mr. Cyr spoke about Administrative Walkthroughs, which parallel the teacher instructional rounds in many ways. Three teams of administrators will visit classrooms unannounced at the different buildings for the purpose of teacher evaluation. At the conclusion they debrief. They strive for a common lens during the process such as "what does instructional excellence look like in the classroom?" They also use common format, language, and phrases in discussions and when giving teachers written feed back.

5. 2016 - 2017 School Calendar Discussion - taken off the agenda

6. Chapter 70 Resolution Discussion and Vote

There was no discussion.

Mrs. Presser MOVED to approve the adoption of the Chapter 70 Resolution that asks the legislator and Governor to fund the recommendations of the Foundation Budget Review Commission. Mr. Hayman seconded the motion.

VOTED: Unanimously in Favor

8. Superintendent's Report

Mrs. Tremblay reported on the following:

- Best Buddies 15 of our students will be attending the Best Buddies State-wide Prom on April 2, 2016.
- SAT prep course - we have 100 students enrolled through Community Schools

9. Matters for Action

Budget:

MOTION - Original

Mrs. Presser MOVED to approve the Operating Budget for the 2016-2017 school year in the amount of \$22,865,421. Mr. Doyle seconded the motion.

Mr. Hayman proposed an Amendment to the tuition free full-day Kindergarten portion of the Operating Budget. He voiced concerns about eliminating fees all at once for financial reasons. He proposed reducing the tuition amount by \$1,000 next year and phasing it out over the next 2-3 years. He felt the Committee should study it a little more especially focusing on enrollment and facilities.

MOTION - Amendment

Mr. Hayman MOVED to reduce the FY '17 budget by \$100,000 to be offset by Kindergarten tuition. Additionally, Lynnfield Public Schools will take steps to review and study the financial impact of providing full-day, tuition-free Kindergarten, for all students beginning in FY '19 (2018-2019 School Year), pending a final vote by the School Committee with the FY '19 budget. During FYs '17 & '18, the full-day tuition will be reduced to \$1,000 (currently \$2600) due prior to the first day of school.

Mrs. Presser seconded it - stating that it was for the purpose of discussion.

Mr. Hayman spoke about how Kindergarten enrollment is increasing. Is this a trend? Philosophically he is in favor of it, just not financially. All of the School Committee members were in favor of it philosophically and all were concerning about it financially, but they felt it should be done. Mrs. Tremblay said that enrollment and facilities are always something they look at every year and there is no sure way to predict the numbers or need. We have an opportunity to do this financially this year and a financial plan to integrate the cost into our budget over the next couple of years. If we don't do it all at once now, we are talking another 2-3 years.

A roll call vote was taken on the amendment budget motion.

VOTED: 1 Yes - Mr. Hayman  
4 No

The vote did not pass.

A roll call vote was taken on the original budget motion.

VOTED 5 - yes

VOTED: Unanimously in favor

Mr. Doyle MOVED to approve the Capital Budget for the 2016-2017 school year in the amount of \$250,000. Dr. Cammarata seconded the motion.

VOTED: Unanimously in favor

**Mrs. Cleary stated that the Committee would be going into Executive session under the provisions of G.L. c.39.23B(3) for the purpose of**

**discussing the Superintendent's Contract for 2016-2017. She stated the Committee would not be returning to open session.**

Mr. Doyle MOVED to adjourn the regular meeting. Mr. Hayman seconded the motion.

VOTED: Unanimously in favor

The regular meeting was adjourned at 9 PM.

Respectfully Submitted,

Myra Vernon  
School Committee Secretary

LMS Curriculum Center/Assessment Meetings/Tutors  
Teacher Instructional Rounds and Administrative Walkthroughs