

Lexington School Committee meeting, Tuesday, August 24, 2004

Central Office large conference room

Present: Superintendent Bill Hurley. Members Tom Griffiths, Olga Guttag, Tom Díaz, Helen Cohen. Mr. Burson joined at approximately 8:15 p.m.

The meeting was called to order at 6 p.m.

Agenda

Future Management Systems conducted a focus group for the School Committee to provide input on the Superintendent profile.

Public Comment

(Written comments to be presented to the School Committee; oral presentations not to exceed three minutes.)

Superintendent's Report.

1. Enrollment Update

Members' Reports/Members' Concerns.

Discussion items.

1. School Committee Meeting Dates
2. Update on Harrington and Fiske School Projects
3. Subcommittee Update on Superintendent Search

Action Items.

1. School Committee Dates

Executive Session

Focus Group

For about 90 minutes, Future Management Systems conducted a focus group, for the School Committee to provide input on the Superintendent profile. FMS will summarize members' feedback and provide it to the search subcommittee.

Public Comment

There were no public comments.

Members' Reports/Members' Concerns

Mr. Griffiths raised the question of publishing agendas and minutes in a timely manner. Ms. Gutttag volunteered to make sure temporarily that the agendas are e-mailed in a timely way to Lexington and TMMA lists. Mr. Díaz offered to transcribe previous minutes until we have a new secretary; changes will go back to him.

Ms. Gutttag thanked the HR and IT departments for the rapid update of job postings on the web site. She advocated periodic subcommittee reports for the *Minuteman* and the web site, too. She also raised the question of appropriate use of e-mail by the Committee. Mr. Burson thinks it is worth the School Committee articulating a policy on this subject. She suggested the Committee consider use of the "First Class" e-mail and calendaring system.

Superintendent's Reports

Enrollment updates

Superintendent Hurley and Susan Bottan reported current enrollment numbers, with special emphasis on elementary schools, and also reported on their allocations of new elementary teachers to moderate class sizes. Fiske and Bowman have each received a new teacher FTE; one remained unallocated as of that night.

School Committee Meeting Dates

The Committee decided to have a goal-setting meeting on September 10, 3 p.m. to 5 p.m.

Meetings will normally be on Tuesdays at two-week intervals, and they are timed to try to avoid conflict with Permanent Building Committee meetings. Tuesdays - 7:30 p.m. (Please note that all meetings dates are subject to change.) Near-term meetings: September 14; September 28; October 12; October 26; November 2; November 16; November 30; December 14; December 21; January 4; January 18; February 1; February 15; March 1; and March 15.

Update on Harrington and Fiske School Projects

A walk-through of Harrington was scheduled for 5:30 p.m. on September 7, 2004.

Mr. Griffiths reported the PBC is considering new laws requiring prequalification of bidders and that this may delay putting the Fiske project out to bid.

Mr. Hurley reported the Harrington electrical contractor went bankrupt but that the general contractor is picking up the electricians and the work.

Update on Superintendent Search

Ms. Cohen reported on the plans for additional focus groups to be conducted by FMS. She and Mr. Díaz are working on a brochure for candidates.

The Committee agreed after discussion not to state a deadline for applications. We also agreed to strive for a February 1 end date. Mr. Díaz made a motion: “I move that we publicize the opening by saying that applications are being accepted and that interviews begin on December 6, 2004.” Seconded by Mr. Burson. The motion carried 5-0.

Motion to Go into Executive Session

At approximately 9:30 p.m., there was a motion by Mr. Griffiths: “I move that we go into executive session for the purpose of discussing potential litigation, not to return to public session.” Seconded by Mr. Burson. Mr. Burson: Aye. Ms. Gutttag: Aye. Mr. Griffiths: Aye. Ms. Cohen: Aye. Mr. Díaz: Aye.