

**BEDFORD SCHOOL COMMITTEE
MINUTES OF
February 4, 2011**

OPEN SESSION

John Glenn Middle School – Superintendent’s Conference Room

1. Call to Order and Roll Call

At 7:50 a.m., Mr. Hafer called to order the meeting of the Bedford School Committee. Other members present included Ms. Seibert, Ms. Bickford, Ms. O’Gara, and Mr. Pierce. Dr. LaCroix and Ms. Taymore were also in attendance.

2. Change in 2010–2011 School Calendar

Dr. LaCroix presented to the School Committee a proposed change in the 2010-2011 School Calendar. The proposed change is to make March 11, 2011 a regular school day for students, and to move the previously approved professional day of March 11, 2011 to June 24, 2011. Dr. LaCroix explained that the reason she was making this recommendation was due to the number of snow days that had been used in January. With this change, the last day for students would be Thursday, June 23, 2011.

Mr. Hafer asked for clarification, which Dr. LaCroix confirmed, that with this change, we will still have one snow day left to use which, if used, would result in a release date for students of June 24, 2011.

Mr. Hafer also suggested that if families have already made plans to be away on March 11, 2011, that their child’s absence that day be handled as an excused absence rather than an unexcused absence. Dr. LaCroix agreed.

Ms. Bickford asked whether the schools had notified the Recreation Department about this change, as it will affect the staffing of Kids’ Club. Dr. LaCroix stated that they would so advise, upon the Committee’s approval of the change.

Dr. LaCroix cautioned the Committee that there may be need to revisit the current school year calendar again if there are many more snow days, as it is unlikely that the Commissioner of Education will agree to provide waivers of the 180-day school day requirement. Current advisories from the Commissioner indicate that the official guidance to districts is to look to finding days, if needed, within vacation periods or other scheduled closed dates.

Ms. Bickford made the following motion:

MOVED: That the School Committee approve the change in the 2010-2011 school calendar as recommended, making March 11, 2011 a regular school day for students.

MOTION SECONDED by Ms. Seibert.

MOTION APPROVED: 5-0

3. Rejection of Bid for Lane HVAC Controls Upgrade

Dr. LaCroix presented a recommendation made by Mr. Richard Jones that the School Committee reject the bid made by E.E. System, Inc. for the Lane School HVAC Controls Upgrade project. The reason for the recommended bid rejection is due to a technical error by

E.E. System, Inc. in the completion of the bid forms. E.E. System Inc. was the only bidder for this work. This work is being funded through a grant from the Department of Energy Resources (DOER) and Mr. Jones has received an extension of 60 days from DOER to permit the project to be rebid. With this extension, the approved project completion date will be moved from June 30, 2011 to August 29, 2011.

Ms. O’Gara made the following motion:

MOVED: That the School Committee reject the bid received from E.E. System, Inc. for the Lane School HVAC Controls Project due to non-compliance with bid form requirements.

MOTION SECONDED by Mr. Pierce.

MOTION APPROVED: 5-0

4. Budget Discussion FY12

Mr. Hafer reported on the actions taken by the Finance Committee at its meeting on February 3, 2011. First, the Finance Committee heard the presentation by the Selectmen of the proposed Town budget for FY12, in which the Selectmen’s budget was \$141K greater than the Finance Committee FY12 Guideline, and the Town Manager presented the program and staffing adjustments that would be needed to meet this \$141K gap, if so required. The Town Manager also presented approximately \$30K in contingency items that the Town was seeking to have funded, if possible.

After the consideration of the Town’s proposed FY12 budget, the Finance Committee took up the question of the overall FY12 financial model and each of the gaps between what all Town, School, and Independent departments were seeking for FY12 and the amount of revenues originally projected to be available when the FY12 Guideline was developed. They further discussed all of the changes in the original revenue assumptions that were known as of February 3, 2011.

Mr. Hafer distributed a copy of the chart used by the Finance Committee in its ensuing discussion, during which the Finance Committee voted as follows:

- a) Leave \$500K in Free Cash unused in FY12, using \$894K of additional Free Cash within the FY12 operating budgets.
- b) Of this \$894K, allocate \$225K to the “pothole underfunding” within the School Budget.
- c) Fill the “gaps” of the Selectmen (\$171K), Board of Health (\$1500), Library (\$12,944), and Financial Committees (\$2500) for FY12.
- d) Add a total of \$579,479 to the proposed School Budget (\$225,000 for “pothole underfunding” and \$354,479 in additional funding).

Mr. Hafer reported that with this addition to the previous Finance Committee Guideline number of \$31,441,514, there is now a “gap” of \$807,387 between the School Committee approved budget of \$32,828,380 and the Finance Committee’s current number.

Mr. Hafer reminded the Committee that the following week, on February 9 and 10, the Finance Committee would vote on its final recommended numbers for the Warrant, and that the Selectmen will approve the Warrant on February 14, 2011.

5. Adjournment

Ms. O’Gara made the following motion:

MOVED: Motion to adjourn to Executive Session for the purpose of legal, not to reopen, at 8:52a.m.

MOTION SECONDED by Mr. Pierce.

MOTION APPROVED: 5-0

Roll Call Vote:

Mr. Hafer	Yes
Ms. Seibert	Yes
Ms. Bickford	Yes
Ms. O’Gara	Yes
Mr. Pierce	Yes

School Committee Secretary

Date

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Exhibits/Documents

Memorandum, Richard Jones Director of Facilities to Maureen LaCroix, Superintendent of Schools, "Rejection of Bids for Lane HVAC Controls Upgrade", 1/21/2011

"FY2012 Variable Comparison, Model 5.3 (Guideline), PPN 2/3/11"