

**BEDFORD SCHOOL COMMITTEE**  
**November 18, 2014**  
**Bedford High School - Large Group Instruction Room**

**1. Call to Order**

At 7:30 p.m., Mr. Hafer called to order the meeting of the Bedford School Committee. Other members present included Ms. Seibert, Mr. Pierce and Ms. Guay. Mr. McAllister was absent.

**2. Comments from Public**

None

**3. Annual Report**

Mr. Sills presented the School's Annual Report to the School Committee for review before being submitted to the town. The Committee agreed to send Mr. Sills minor edits to him via email.

Mr. Hafer and Ms. Seibert questioned the use of AP scores and college attendance in this report. They did not think it was appropriate for an annual report.

Mr. Sills agreed to remove it since the schools are publishing a brochure. He agreed that this is a better vehicle to showcase the schools accomplishments.

Mr. Pierce made the following motion:

**MOVED: That the School Committee approve FY'14 Annual Report as amended.**

**MOTION SECONDED by Ms. Seibert**

**MOTION APPROVED: 4-0**

**4. Assistant Superintendent Candidate Interview**

Mr. Sills explained that the School Committee is responsible for appointing an Assistant Superintendent. Tonight, he introduced MaryLou Sallee, an internal candidate for the Assistant Superintendent position. He commented that Ms. Sallee was the candidate the search committee decided to bring forward to the School Committee. Mr. Sills said he strongly believes she is the best choice for the position and is excited about working with her.

Mr. Sills explained that Ms. Sallee has been the Program Administrator for English Language Arts for grades 6-12 for the last 8 years in Bedford. "She is a powerful presence in the high school." Mr. Sills described her core strength to be her teaching ability. He also noted that she is respectful and determined, which he believes are important characteristics for a curriculum leader. Mr. Sills noted that since she does not have elementary experience, the two elementary school principals met with her early on in the process and both support her appointment.

Ms. Sallee then addressed the School Committee. Highlights of her address include:

- Explaining how her skills in ELA center on communications and critical thinking skills.
- Her supervision experience has helped her teach teachers essential skills to be responsive to students and to keep curriculum moving forward.
- She believes Bedford embodies her personal values – to do what is best for students.
- She believes she will provide continuity to the great work Dr. Jackson has done for the district for the last two years.
- She plans to move the district to a true K-12 focused district.

- She sees the need to better articulate curriculum and to focus on the transition years of 2<sup>nd</sup> to 3<sup>rd</sup>, 5<sup>th</sup> to 6<sup>th</sup> and 8<sup>th</sup> to 9<sup>th</sup>.
- She plans on identifying the need for intervention early and to develop a district wide approach to differentiation.

The School Committee members then asked Ms. Sallee several questions. For example, Mr. Pierce asked Ms. Sallee to explain how her skills would complement Mr. Sills.

Ms. Sallee said she wants to establish continuity in the district. She looks forward to working closely with Mr. Sills again. She believes they are both careful and deliberate decision makers. She is strong with the details and ready to move on to the next step. She is good at getting some of the unpleasant tasks done.

Mr. Pierce asked her to talk about her skills with meeting parents. Ms. Sallee said that in her 30-year career, she believes there were only two incidents when she felt she could not achieve useful conversations with parents and she asked for help. She said she is empathetic and looks for the common ground – the student.

Ms. Guay asked Ms. Sallee to tell the Committee about what she has learned from working with the students in the Learning Center who struggle with language.

Ms. Sallee said these students often have enormous perseverance and stamina. She recognizes that many have deep intellectual thoughts. She strongly believes students can do well with the proper scaffolding.

Ms. Seibert asked Ms. Sallee if she learned anything by working with some of Bedford's past Assistant Superintendents. Ms. Sallee said that she learned that it is important to be in the schools and in the classrooms, meeting with the teachers.

Mr. Hafer asked how she envisions using data. Ms. Sallee said that the English department is gathering data and organizing it and teachers are just beginning to use it. Recently she met with the Science and Math departments to discuss ELA MCAS success. She had a chance to analyze data and to develop a preliminary hypothesis that reading questions and writing open response questions is challenging on the math and science tests.

Mr. Hafer asked her if she was ready to become the technical expert in the Central Office on MCAS, PARC, SPED, etc. Ms. Sallee said that she will work with Dr. Jackson on this.

Mr. Hafer commented that he was sorry that Mr. McAllister was not here tonight but noted that he was part of the earlier interview with Ms. Sallee and did not have any reservations.

Mr. Pierce said he has no reservations about the appointment but would like to wait until the next meeting to vote in case anyone in the public wants to comment.

Ms. Seibert agreed. She does not have any reservations either but thinks it is best to vote at the next meeting.

Ms. Guay also said she supports Ms. Sallee's appointment.

Mr. Hafer summarized that we will appoint her to Assistant Superintendent at the next School Committee meeting so that the public can have the opportunity to comment. He said that waiting to vote until the next meeting is the usual course of business for important votes such as this.

#### **5. LABBB Collaborative Article of Agreement**

Mr. Sills presented the School Committee with the LABBB Collaborative Article of Agreement and an amendment to the EDCO Articles. The amendment adds the phrase “By an affirmative vote of 2/3 of the board members to the Board may vote to charge a capital assessment for capital costs not funded through the above process or not funded from available capital reserve”.

The School Committee reviewed both the LABBB Agreement and the Amendment.

Mr. Pierce made the following motions:

**MOVED: That the School Committee adopt the LABBB Collaborative Articles of Agreement as approved by LABBB Board of Directors on June 19, 2014.**

**MOTION SECONDED by Ms. Seibert**

**MOTION APPROVED: 4-0**

**MOVED: That the School Committee accept the change in Clause 4D of the EDCO Collaborative Agreement.**

**MOTION SECONDED by Ms. Seibert**

**MOTION APPROVED: 4-0**

#### **6. FY’16 Capital Requests**

Mr. Sills explained that he presented the six -year capital plan to the Capital Expenditure Committee. He is now in the process of gathering information that the CEC requested. For example, Mr. Coelho and Mr. Alani are going to project the cost savings on the Energy projects. Mr. Alani is also going to gather more information on the roof warranties and information on the fans for the science wing.

Mr. Sills noted that the CEC did not support paying for the ADA required lift for the press box. Mr. Sills said that this situation needs to be worked out. Mr. Pierce commented that it has always been clear that this cost would be on the horizon.

#### **7. Preliminary FY’16 Budget Review**

Mr. Sills presented preliminary FY’16 budget numbers. He said that the presentation is based on what it would cost to maintain our current programs while meeting contractual obligations, out-of-district placements, ODP transportation and utility costs.

The total budget projected for FY’16 is \$37,706,229, which is a 5.75% increase over FY’15. Mr. Sills noted that there is a placeholder for the Secretarial and Custodian contracts. Also, the out-of-district number includes two new students on the horizon. One will be a residential placement and one is slated to attend a very expensive program. The increase in ODP is 10.8%. Mr. Sills noted that due to a change in the CASE and LABBB pricing structure, there will be less reimbursement. Mr. Sills said no offsets were considered in this preliminary look.

Mr. Coelho said that the operating expenses are increasing in small but many ways. He said that the district is catching up due to many past years of budgetary constraints in supplies. There is a

need for more supplies due to increasing enrollment at Davis. There is also a need for more counseling and behavior plan support at the elementary schools.

Mr. Sills said he would like to add a kindergarten program that will accommodate autistic students moving up from the Integrated Preschool. Mr. Sills said he will show how investment in this program will avoid future costs.

Mr. Sills said he would also like to create a program at BHS for students with emotional and behavioral issues. He will develop a cost offset analysis for this program too.

Ms. Guay said that a program like this at the high school will require investments in summer programs as well. She also cautions that the district needs to realize that it may not always work out that bringing these complex students in house is the right thing to do. If this happens, it should not be viewed as a failure for the program.

Ms. Seibert asked if the district would ever consider setting up a mental health clinic model at the high school. Mr. Sills said yes and that Dr. Turner has some ideas in this area.

Mr. Sills noted that Instructional Technology will be requesting some increases in funding as the Principals have demonstrated needs in this area in all buildings.

Mr. Pierce reminded Mr. Sills to pull out \$150,000 from operating expenses to go to the Capital Expense budget for PC replacements.

Mr. Pierce would also like to see numbers without utility expenses so he can analyze the cost of true educational programs.

## **8. Superintendent's Report**

Mr. Sills reported the following:

- Lane School put on a very powerful and moving Veteran's Day program.
- BHS had a powerful speaker, Kathy Meyer, address students and parents about poor decision-making and alcohol abuse.
- JGMS had a person from Little Rock talk about discrimination. It was a very engaging discussion with the students.
- Bedford has chosen not give any exemplary ratings to teachers under its new educator evaluation system. Not all school districts are doing this. However, most teachers in Bedford are proficient.

## **9. Minutes**

Ms. Seibert made the following motion:

**MOVED: That the School Committee approve the minutes of the October 7, 2014 School Committee meeting as amended.**

**MOTION SECONDED by Mr. Pierce**

**MOTION APPROVED: 4-0**

Ms. Seibert made the following motion:

**MOVED: That the School Committee approve the minute of the October 21, 2014 School Committee meeting as amended,**

**MOTION SECONDED by Mr. Pierce**

**MOTION APPROVED: 4-0**

#### **10. Liaison Reports**

Mr. Pierce attended the Finance Committee meeting last week. He reported:

- Finance Committee noted that there is \$3.9 million in free cash and 3 million will be used the FY'16 budget.
- Assumptions used in the Financial Model were reviewed
- There is approximately \$800,000 in new growth revenue
- The Capital Budget is set at \$2.8 million
- The financial guideline for departments is expected to be about the same as last year.

Ms. Guay announced that Bedford Unplugged is November 19<sup>th</sup> and that The Bedford Education Foundation is having its annual fundraiser on December 6<sup>th</sup>.

#### **11. Future Agenda**

Discuss the future Election Day procedures.

#### **12. Adjournment**

Ms. Seibert made the following motion.

**MOVED: Motion to adjourn at 10:15 p.m. to Executive Session to discuss contract issues, not to reopen.**

**MOTION SECONDED by Ms. Guay**

**MOTION APPROVED: 4-0**

**Roll Call Vote:**

<b>Mr. Pierce</b>	<b>Yes</b>
<b>Ms. Seibert</b>	<b>Yes</b>
<b>Mr. McAllister</b>	<b>Absent</b>
<b>Ms. Guay</b>	<b>Yes</b>
<b>Mr. Hafer</b>	<b>Yes</b>

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School Committee Secretary

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Date

**BEDFORD SCHOOL COMMITTEE**  
**November 18, 2014**  
**Exhibits/Document**

- FY'14 Annual Report
- LABBB Collaborative Articles of Agreement
- Amendment to the EDCO Articles
- Draft of the minutes from the October 7, 2014 School Committee meeting
- Draft of the minutes from the October 14, 2014 School Committee meeting

**BEDFORD SCHOOL COMMITTEE**  
**Executive Session**  
**November 18, 2014**