

**BEDFORD SCHOOL COMMITTEE  
MINUTES OF  
December 6, 2011**

**Bedford High School - Large Instruction Room**

**1. Call to Order**

At 7:35 p.m., Ms. Seibert called to order the meeting of the Bedford School Committee. Other members present included Mr. Hafer, Ms. O’Gara, Mr. Pierce, and Ms. Bickford. Matt Coughlin, and Sam Markuse, student representatives, were also in attendance.

**2. Comments from the Public**

None

**3. Personnel Report**

Dr. LaCroix announced the following coaching appointments:

High School

Beth Billouin	Cheerleading
Kevin McGovern	Indoor Track
Rich Schilder	Indoor Track Assistant
Jim Byrnes	Varsity Boy’s Basketball
Vin McGrath	Co-JV Boys’ Basketball
Tom Brincklow	Co-JV Boys’ Basketball
Jeff McGrath	Co- Freshmen Boys’ Basketball
Matt Hagar	Co-Freshman Boys’ Basketball
Matthew Ryan	Varsity Girls’ Basketball
Jim Greenwood	JV Girls’ Basketball
Ashley McDonald	Freshmen Girls’ Basketball
Rich Carson	Rifle
Mark Fontas	Varsity Ice Hockey
Peter Dion	Varsity Ice Hockey Assistant
Dotty Blake	Varsity Swimming
Matt Rose	Swimming Assistant
Gennie Gannon	Varsity Skiing
Amanda Rabesa	Athletic Trainer

Middle School

Akil Mondesir	Co-Boys Basketball
Terrell Newton	Co-Boys Basketball
Jim Nagle	Girls’ Basketball

**4. Budget Discussions**

Dr. LaCroix began the FY’13 budget discussion by updating the Committee on the iPad project and reviewing the FY’13 technology budget request.

*iPad Update*

To date, 260 iPads have been deployed to the Class of 2015. The 2013 budget requests funds to equip the incoming Grade 9 students (Class of 2016) as well as additional iPads for the 10<sup>th</sup> grade teachers.

Dr. LaCroix said that she supports this initiative because she believes that the iPad will transform the teaching and learning environment. I pads will expedite this change by:

- Engaging and empowering students
- Being an effective communications tool
- Promoting inquiry-based, problem solving approaches to teaching and learning
- Transforming the way information is collected and delivered
- Helping students shift from consumers of information to producers of content.
- Providing students with hands on learning
- Providing opportunities for individual learning
- Providing easy access to information and creatively expression of ideas
- Providing a path to create a global community

Dr. LaCroix explained that the iPad lease obligation for the current 9<sup>th</sup> grade class is \$56,300. The cost to add a second class is \$79,400 for a total of \$135,700. The budget numbers include a wireless upgrade for the high school and the cost to acquire some new applications (“apps”).

Dr. LaCroix said she hopes this project goes forward even in a tight budget environment.

Dr. LaCroix then reviewed the PC replacement plan and budget request. She reminded the Committee that the PC replacement budget has been cut by approximately 50% in FY’11 and FY’12. She believes we do need to reinstate some funding to catch up and to keep up with pace of technology assets. The desired plan is as follows:

BHS 62 replacements	\$62,800
JGMS 42 replacements	\$24,800
Lane 20 replacements	\$15, 200
Davis 15 replacements	\$11,600

The technology budget request also asks for adding a .2 FTE which will make an existing IT person on staff full time. Also, the FY’13 budget request calls for a reinstatement of the Integrated Technology position at Davis School and a \$4,200 request for summer technology help. The total FY’13 technology request is \$1,008,196.

Dr. LaCroix also shared a chart that summarized the \$180,000 FY13 Capital Budget Request for technology items. Projects under this include the expansion and upgrade of wireless network at the high school including adding wireless waypoints and building capacity for future additions to the iPad project (Classes of 2017 and 2018).

Dr. LaCroix then discussed some FY’13 budget adjustments since last week’s presentation. Namely, the CASE Collaborative approved their budget which resulted in a \$127,179 reduction in our FY’13 budget request. Also, four more retirees submitted paperwork which resulted in a net salary increase of \$35,228. Therefore, the total FY’13 budget request is reduced from \$33,058,930 to \$32,966,979. This number is a 3.94% increase from FY’12.

Mr. Hafer suggested that Dr. LaCroix be prepared to better explain the overall salary increase in the FY’13 budget request. He also feels that textbooks and supplies may need clarification especially in light of the request for technology investments.

Mr. Pierce sees six or seven items with increases. He has spent time analyzing the salary increase for 2013 and is trying to figure out how much of it is related to special education. He

also asked Mr. Coelho to provide more information on the CASE charge. Mr. Coelho agreed to provide more information on all items raised.

Mr. Pierce also asked about the professional development budget. Ms. Taymore explained that one major training requirement is to train staff in data and how it will connect to teacher evaluations. Ms. Taymore explained that this year's money for professional development came from a grant but next year's funding in this area will have to come from the operating budget.

Dr. LaCroix reminded Mr. Pierce that the professional development budget has consistently been eroded over the last several years yet, state and federal mandates such as ELL, Common Core, have increased dramatically. She noted that these new mandates have created the need for more staff training yet there is no state or federal funding to support it.

Mr. Pierce continued his analysis of the budget detail sheets and asked Mr. Coelho to provide him with additional information. Mr. Coelho agreed.

(Ms. Bickford left the meeting at 8:25 p.m.)

Ms. O'Gara asked if we would get definitive budget numbers from the LABBB collaborative. Mr. Coelho said not before we vote on a budget. Dr. LaCroix explained that LABBB costs are structured differently and are not very volatile.

Ms. O'Gara asked if state tuition charges for out-of-district placements come in regularly. Dr. LaCroix said no, these bills can come in at any time and at any rate.

Ms. O'Gara commented that in the past, we have been very creative with in-house professional development but she does not see how this can be sustained. Dr. LaCroix agrees especially now that the focus is on data and evaluations. She said that there is no money from the state to help fund new mandates in this area.

Ms. Seibert said she would like to ask Mr. Lord to provide some additional information regarding the technology request. She is especially interested to know how the need for PCs and terminals will change as we add iPads to another class next year.

Ms. Seibert asked about the new Data Coach position. Ms. Taymore explained that the Data Coach is not a new position but a stipend for each school. Each school will need someone to analyze data that has been collected similar to what Deb Sakelakos does in the Learning Center at the high school.

Ms. Seibert asked if revenues from Food Services are expected to go down. Mr. Coelho said yes and that the School Committee should expect to see a request to raise lunch prices as a result.

Ms. Seibert asked why this is happening. Mr. Coelho said that participation is down despite no increase in lunch prices. He also said that new federal regulations regarding school lunches will end up costing more. Mr. Whittier will present more information in the spring.

Matt Coughlin and Sam Markuse, student representatives, said that they believe that the quality of the lunches has decreased. They said lunches need to be more appealing and more consistent. They both believe overall it is easier to bring your own lunch because you are never sure what you are going to get (in terms of quality).

Ms. Seibert asked if there was any budget offsets from Athletic events. Mr. Coelho said participation to athletic events is very inconsistent.

Matt Coughlin said he thinks ticket prices (for students) are too high and most students just wait until halftime to get in to games for free. He thinks it is too expensive to pay \$5 to watch your friends play football. He did say that students are excited about basketball season so maybe it will be a good season for participation.

Mr. Hafer reminded Dr. LaCroix to present a quantitative measure of the iPad pilot. Dr. LaCroix said that she is just starting the process and knows one part of the study will involve a questionnaire with students and staff. Mr. Sills said he is working with Harvard on a study on iPads and believes this will compliment the more general study that Dr. LaCroix is beginning to develop.

Mr. Kenney, a member of the Finance Committee in the audience, asked the School Committee to be prepared to explain to the Finance Committee the effect of changing 7.5 FTEs from grants to the operating budget. Ms. Seibert agreed.

Sam Markuse, student representative, feels that the high school is missing some basic supplies like soap and paper towels as well as hand sanitizer.

Matt Coughlin, student representative, says that he sees a lot of students playing games on the iPad and wonders if teachers need to supervise the use more than they do.

Mr. Sills said he thinks these abuses of iPads is not unexpected and hopes that such abuses will diminish over time. He said he expects bumps along the roads and recognizes that teachers need to learn new classroom management techniques – which they will learn overtime.

## **5. Policy Approvals**

The School Committee approved the policies they reviewed at the last School Committee meeting.

Mr. Pierce made the following motion:

**MOVED: That the School Committee approve the Pregnant Student Policy #JIE as presented last week.**

**MOTION SECONDED by Ms. O’Gara**

**MOTION APPROVED: 4-0-1**

<b>Ms. Seibert</b>	<b>Yes</b>
<b>Mr. Hafer</b>	<b>Yes</b>
<b>Mr. Pierce</b>	<b>Yes</b>
<b>Ms. Bickford</b>	<b>absent</b>
<b>Ms. O’Gara</b>	<b>Yes</b>

Ms. O’Gara made the following motion:

**MOVED: That the School Committee approve the Traumatic Brain Injury/Concussion policy.**

**MOTION SECONDED by Mr. Pierce**

**MOTION APPROVED: 4-0-1**

<b>Ms. Seibert</b>	<b>Yes</b>
<b>Mr. Hafer</b>	<b>Yes</b>
<b>Mr. Pierce</b>	<b>Yes</b>
<b>Ms. Bickford</b>	<b>absent</b>
<b>Ms. O’Gara</b>	<b>Yes</b>

Mr. Hafer said he feels it would be ideal to simplify the online concussion training requirement. Ms. Seibert agreed that it is repetitive. Mr. Pierce agreed but said the topic needs social acceptance on how critical these types of injuries are.

### **6. Contract Signing – Lane School Lighting and Sensor Retrofit Project**

Mr. Richard Jones, Facilities Director, asked the School Committee to approve a contract with Bluestone Energy Services LLC to change out lighting at Lane School to more efficient lighting. The total contract amount to do this is \$94,465 with an incentive from Nstar of \$27,041. The balance to be paid by Bedford Public Schools is \$67,424 but the Green Communities grant will cover \$65,503. Therefore, the balance to be paid will be \$1,921 from the FY’12 electricity budget. It is estimated that this project will reduce annual energy use by \$22,535. The work will be done over the upcoming school break.

Ms. O’Gara asked if the new retrofitted lights will take a long time to turn on. Mr. Jones said no, he does not expect to see any changes in the lighting within the building.

Mr. Hafer asked how much money is left in the Green Communities Grant. Mr. Jones said the grant was in the amount of \$147,000 and did not have the exact accounting. However the savings from the payback of this project is huge and the project goes toward our goal of reducing energy town-wide by 20 percent.

Mr. Pierce gave Mr. Jones a few edits to the contract.

Mr. Pierce made the following motion:

**MOVED: That the School Committee approve the draft of the contract with Bluestone Energy Services LLC in the amount of \$94,465 with a net amount due from the town to be \$67,424 and the net amount due from the FY’12 school operating budget to be \$1,921.**

**MOTION SECONDED by Mr. Hafer**

**MOTION APPROVED: 4-0-1**

<b>Ms. Seibert</b>	<b>Yes</b>
<b>Mr. Hafer</b>	<b>Yes</b>
<b>Mr. Pierce</b>	<b>Yes</b>
<b>Ms. Bickford</b>	<b>absent</b>
<b>Ms. O’Gara</b>	<b>Yes</b>

### **7. LEAP Grant Discussion**

Ms. O’Gara explained that at the last Energy Task Force meeting, the Task Force was going to apply for a LEAP grant and will be asking the School Committee to support the application.

Mr. Jones further explained that the LEAP Grant was looking for several communities to work together to establish baselines for residential, commercial and industrial users within several communities with in a broader base. He explained that Suzy Enos is the contact for this effort right now but Mr. Reed will become the point person in this broad- based, multi-community endeavor.

Mr. Pierce said his initial thought is that the application is beyond the school's responsibility and he is uncomfortable stepping outside of the school's responsibility. However, as a community member, he is supportive.

Ms. Seibert agrees that it is questionable whether a letter of support from the School Committee is appropriate. She suggested a simple letter from the Committee saying that it supports the town's application for a Leap Grant.

Mr. Pierce said that he is uncomfortable with this simple letter too.

Ms. Seibert said that the message from the School Committee to the Energy Task Force is that it is a great idea but it is not the School Committee's responsibility to support such an application as it is out of its scope of business.

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

Dr. LaCroix announced that she has appointed Mr. Kevin Tracey as Principal of the John Glenn Middle School effective July 1, 2012. She said that Mr. Tracey will work with Ms. Viladenis over the next several months. She noted that staff and parents are supportive of Mr. Tracey.

#### **9. Liaison Reports**

Mr. Hafer reported that Bedford Education Foundation will hold a fundraiser at Barnes and Nobles on December 14<sup>th</sup> and 15<sup>th</sup>. He also reported that the Fields Partnership Committee will be meeting this week to review field's policy, which will be presented to the School Committee at the next meeting.

Mr. Pierce said that the Finance Committee will be meeting next week and that they are still in the process of developing budget guidelines. They hope to have guidelines available by the end of December.

#### **10. Minutes**

Ms. O'Gara made the following motion:

**MOVED: That the School Committee approve the minutes of the October 25, 2011 School Committee meeting as amended.**

**MOTION SECONDED by Mr. Pierce**

**MOTION APPROVED: 4-0-1**

<b>Ms. Seibert</b>	<b>Yes</b>
<b>Mr. Hafer</b>	<b>Yes</b>
<b>Mr. Pierce</b>	<b>Yes</b>
<b>Ms. Bickford</b>	<b>absent</b>
<b>Ms. O'Gara</b>	<b>Yes</b>

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

FY' 13 budget discussions will continue.

**12. Adjournment**

Ms. O’Gara made the following motion:

**MOVED:** Motion to adjourn, at 9:40 p.m.

**MOTION SECONDED by Mr. Hafer**

**MOTION APPROVED: 4-0-1**

**Roll Call Vote:**

<b>Ms. Seibert</b>	<b>Yes</b>
<b>Mr. Hafer</b>	<b>Yes</b>
<b>Mr. Pierce</b>	<b>Yes</b>
<b>Ms. Bickford</b>	<b>absent</b>
<b>Ms. O’Gara</b>	<b>Yes</b>

---

School Committee Secretary

---

Date

**BEDFORD SCHOOL COMMITTEE**

**December 6, 2011**

**Exhibits/Documents**

- **Bedford Public Schools 2013 Operating Budget Request dated December 6, 2011 – Information Technology Request**
- **Memo regarding Lane School Lighting and Sensor Retrofit Project dated December 11, 2011**
- **Bedford Public School's Pregnant Student Policy JIE**
- **Bedford Public School's Traumatic Brain Injury/Concussion Policy**
- **Draft of the minutes from the October 25, 2011 School Committee meeting**

**Bedford School Committee**

**Executive Session Minutes  
December 6, 2011**