

BEDFORD SCHOOL COMMITTEE
September 8, 2020
Live Virtual Online Meeting using Zoom™ Audio/Video Conference Software

*** Due to the Covid-19 Crisis, this meeting was live-streamed over the internet using Zoom™ video/audio conferencing software in order to adhere with social distancing measures put in place by Governor Baker. This meeting was open to the public for live chat during Public Comment.*

1. Executive Session was held prior to the School Committee meeting from 6:30 p.m. to 7:00 p.m. for the Purpose of Contract Discussion.

2. Call to Order

After Executive Session, at 7:03 p.m., Mr. Brosgol called to order the meeting of the Bedford School Committee. Other members present included Ms. Santiago, Mr. Morrison, Ms. Scoville and Ms. Guay. There was no student representative present.

3. Comments from Public

Public comment is available through the webinar feature of Zoom™. Participants are instructed to use the “raise hand” function in the software and add their name using the “chat” function. Mr. Sills will invite the panelist into the webinar and each person is allowed five minutes to comment.

None

4. Personnel Report

Mr. Conrad briefed the School Committee on the Personnel Report:

Resignations:

<i>Devon Hatch</i>	<i>0.5 Physical Education/Wellness Teacher</i>	<i>JGMS</i>
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Transfers:

<i>Laurie Lane</i>	<i>1.0 ESL Teacher</i>	<i>JGMS</i>
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Retirements:

<i>Barbara Ferri</i>	<i>1.0 Science Teacher</i>	<i>JGMS</i>
<i>Rhonda Perry</i>	<i>1.0 Educational Assistant</i>	<i>Davis</i>
<i>Jennifer Smith-Foster</i>	<i>1.0 Special Education Teaching Assistant</i>	<i>Davis</i>
<i>Carol Twombly</i>	<i>0.8 Teaching Assistant</i>	<i>BHS</i>

Appointments:

<i>Meghan Barnes</i>	<i>0.6 French/Spanish Teacher</i>	<i>Lane</i>
<i>Heather Connolly</i>	<i>1.0 Special Education Teacher</i>	<i>Lane</i>
<i>Carol Lenson</i>	<i>1.0 Special Education Liaison</i>	<i>JGMS</i>
<i>Ayesha Thomas</i>	<i>METCO Bus Monitor</i>	<i>Davis</i>
<i>Vanessa Ferreira</i>	<i>1.0 SLPA (Speech/Language Pathology Assistant)</i>	<i>Davis</i>

5. MASS New Superintendent Induction Program (NSIP) Introduction: Coach Matt King

Mr. Conrad introduced Mr. Matthew King, New Superintendent Induction Program Coach and a former Superintendent with twenty-eight years' experience. Mr. King has been a part of the NSIP program for five years. NSIP is a three-year program that provides a firm foundation for new superintendents. NSIP is a collaboration between the Department of Elementary and Secondary Education (ESE) and the Massachusetts Association of School Superintendents (MASS). Mr. King will mentor Superintendent Conrad, whom he has known and worked with for over twenty years. Mr. King will assist with a two-year development of strategies, help with the District Strategic Development plan and support Superintendent Conrad over a three-year span. Mr. King is one of twelve coaches in the NSIP program.

The School Committee expressed their desire to support Superintendent Conrad and wondered if there would be any dialogue between Mr. King and the School Committee. Mr. King said that he was open to an occasional meeting with the Committee Chair but the relationship between coach and Superintendent typically remains confidential. The School Committee voiced their understanding, recognizing the importance of having a good coach in place. Mr. King said that he appreciates the strong support of the School Committee.

6. BPS Mask Policy – Second Read and Vote

Mr. Conrad reviewed the updates to the Bedford Public Schools Mask Policy with the School Committee. He stated that the Bedford Board of Health is enforcing the Massachusetts Department of Health Guidelines for masks.

Some of the updates are as follows:

- Masks must be 2-ply
- Masks must be secured by ties or elastic
- Gaiters or not acceptable as a face covering in place of a mask
- Masks are not to be exchanged or swapped
- Masks are not required during physical education classes while outside and socially distanced
- Masks are not required while outside and socially distanced
- Athletic Mask Policy will be forthcoming and will be added to the BHS Handbook

Ms. Santiago asked if the Athletic Mask Policy would supersede the school's policy.

Mr. Conrad stated that it would not supersede the school's policy and there will be more discussion on the Athletic policy.

Ms. Guay asked if there was any further discussion on the use of face shields. She wondered if mask enforcement was up to the principal.

Mr. Conrad explained that the policy is required for mask coverings and that a mask is preferred. He went on to say that, there may be some exceptions for medical or behavioral reasons when required and that this is included in the language of the policy. He said that the principals would work with students and help them to understand that the mask policy is for community protection.

Mr. Morrison asked what the procedure is for mask exemption and asked for clarification on the language in the policy document.

Mr. Conrad believes the principal, school nurse and therapist would have to work together to decide exemption and that the case of an exemption would be extremely rare.

Dr. Clifford noted that she has had a discussion with the leadership to explain the policy and to offer any clarification.

Mr. Brosgol had concerns about having varied policies for school, athletics and transportation. He also wondered about hearing impaired students and their potential need to see people's faces.

Ms. Kirrane noted that masks have been ordered that include clear material over the mouth for staff.

Ms. Santiago made the following motion:

MOVED: That the School Committee approve the Bedford Public Schools EBCFA Face Covering Policy as recommended by the Superintendent, the Bedford Board of Health and the Massachusetts Department of Health Guidelines.

MOTION SECONDED by Mr. Morrison

MOTION APPROVED 5-0-0

Ms. Santiago	Yes
Ms. Guay	Yes
Mr. Morrison	Yes
Ms. Scoville	Yes
Mr. Brosgol	Yes

7. Re-opening Updates

Mr. Conrad briefed the School Committee on recent updates to the school's re-opening plan.

- Principal/Parent meetings are happening and going well
- Staff has re-entered the building and getting accustomed to the new changes
- New MERV13 filters at Davis
- New Air Purifiers continue to be purchased
- New traffic plans are being explained to parents

- Bus routes and bus information has been finalized, seat assignments have been given out to those riding buses
- Air circulation has been increased

Mr. Conrad finished by noting that it is a very different environment but he finds that the teachers are excited to move forward with the start of school next week.

Ms. Guay asked if the meetings with parents have been successful.

Mr. Conrad said that parents have gotten a lot of information about buses, school lunch plans, information about picking up and dropping off students and much more. He feels that the meetings have gone well.

Mr. Morrison and Ms. Scoville mentioned that they have both attended parent meetings and agree that the explanation of information to parents has been given in an organized articulate manner and students should quickly adapt.

Ms. Guay asked if each school would have a point person to help with any problems or answer questions for parents.

Mr. Conrad said that depending on what the question or issue, it would be delegated to the appropriate staff member.

Mr. Brosgol had questions about lunch gatherings and asked the perspective in comparison to the Massachusetts state guidelines. He asked what percentage of students were hybrid vs. full remote.

Mr. Conrad said that the DOE has given guidelines for schools to follow and therefore schools are exempt from the gathering guidelines. He said that students would be six feet apart. Mr. Conrad told Mr. Brosgol that the majority of Bedford students are now in the hybrid model.

Mr. Morrison asked who would help parents and students if there were an issue with their technology.

Dr. Clifford said that Mr. Matt Haynes would help students in grades K-5; Ms. Kim Comeiro will help JGMS students while the IT department will work with BHS students.

Ms. Scoville suggested adding a point person and links for help on each school's home page. She suggested a fundraiser to help pay for additional bike racks for students taking their bikes to school.

Mr. Brosgol wondered if bandwidth would need to be increased due to remote learning.

Mr. Conrad mentioned that the IT department stated that there is plenty of bandwidth available.

Ms. Santiago noted that the handbook should include that there will be no recording of classes.

8. Gift/Grant Acceptance

Several gifts and donations were presented to the School Committee for approval of acceptance.

From the Bedford Education Foundation:

- \$15,000.00 – To support online learning using the Lexia software program
- \$3,000.00 - General Support of needs due to COVID-19
- \$2,981.75 - General Support from a release of restricted funds due to COVID-19

Other gifts included:

- Beyond Benign – Science Lab Equipment
- Several Entities – PPE for Staff

The district gratefully acknowledges these gifts and donations.

Mr. Morrison made the following motion:

MOVED: Motion that the School Committee accepts gifts and donations of \$15,000.00 from the BEF for online learning, \$3,000.00 for General Support from the BEF due to COVID-19, \$2,981.75 for General Support from the BEF due to COVID-19, Science Lab Equipment from Beyond Benign and PPE for staff from Several Entities.

MOTION SECONDED by Ms. Santiago

MOTION APPROVED 5-0-0

Ms. Santiago	Yes
Ms. Guay	Yes
Mr. Morrison	Yes
Ms. Scoville	Yes
Mr. Brosgol	Yes

9. FY21 Budget Update

Ms. Julie Kirrane presented the FY21 budget with funding updates to the School Committee. She gave a brief description of emergency relief fund grants that will help with the cost of implementing health and safety measures as well as other needs for the re-opening of school.

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|---------------------------------------|----------------|
| • FY21 ESSER (CARES I) | \$46,000.00 |
| • FY20/FY21 Municipal CvRF (CARES II) | \$1,200,000.00 |
| • FY21 Technology Essentials | \$122,127.00 |
| • FY21 School CvRF (CARES II) | \$608,850.00 |

Ms. Kirrane said that financial impact of the pandemic has been costly and although there has been strong financial support, it may not be enough. She identified anticipated additional school needs and potential funding gaps, which include:

- Long-term substitutes for staff eligible under the Extended Family FMLA provision of the CARES Act or who elect to take an unpaid leave of absence
- TAs to support remote students and school operations (up to 20 FTE)
- BCBA Teachers (1.0 FTE)
- COTA and SLPA (2.0 FTE)
- Special Ed Teacher (1.0 FTE)
- HEPA Air Purifiers (up to 170 classrooms)
- January – June school year staffing costs continued from the School CvRF grant should the state of emergency continue
- Some additional remote learning platform needs to strengthen remote learning
- Professional development needs to be identified
- Consultation for special education and counseling on high needs students
- Bottled water back up for students (bubblers and filling stations closed)

Ms. Kirrane noted that the School CvRF (CARES II) grant is based on student enrollment, which allows \$225.00 per student and this grant as well as the Municipal CvRF (CARES II) grant spending must be completed by December 20, 2020.

Ms. Santiago asked if there would be any needs for Foodservice or additional custodians for the Facilities department. She also wondered if there would be a Fall Special Town Meeting to discuss the need for any additional funding.

Mr. Conrad believes there may be additional support for custodial overtime needed but he plans to discuss this with Mr. Alani at their next meeting. Mr. Conrad also said that there are additional funds that will be available if necessary without the need for a Special Town Meeting.

Ms. Guay asked if there was any news on state funding.

Ms. Kirrane said that there has been some good news with level funding of Chapter 70 and that the state hopes to release Circuit Breaker funding within the week.

Ms. Scoville was glad to see the anticipation of upcoming needs and wondered what the expectations are for hiring TA's.

Mr. Conrad and Ms. Kirrane responded explained that this could depend on whether the hybrid learning continues or whether students come back full time. Ms. Kirrane mentioned that hybrid is much more costly than all remote.

Mr. Brosgol asked what premium was being paid for using the hybrid model vs. the all-remote model.

Ms. Kirrane estimated that the cost is close to \$2M, which includes the cost of air purifiers, cleaning measures and PPE noting an all-remote model would not have these costs.

10. Superintendent's Report

Mr. Conrad gave a brief report to the School Committee. He said that he appreciates the cooperative effort by all for the re-opening planning by staff, families, students and faculty. Mr. Conrad was happy to report that the School Committee has approved the EA/TA and Nurse's contracts. He said that the meetings that have been taking place with the staff and community have been a great source of information. These meetings have been recorded and are available on the school website. He thanked Mr. King from the MASS New Superintendent Induction Program for his support as a coach going forward.

11. School Committee Liaison Roles

The School Committee reviewed the liaison roles that are currently held by each of the members:

Ms. Santiago

- Capital Expenditure Committee

Mr. Morrison

- Youth Task Force

Ms. Guay

- Finance Committee
- Building Committee
- Youth and Family Services

Ms. Scoville

- Finance Committee
- Bedford Community Partnership
- EDCO Collaborative

Mr. Brosgol

- Finance Committee
- Charter and Bylaw Review
- Youth and Family Services

Ms. Santiago will relinquish her role as liaison to the Capital Expenditure Committee to Ms. Scoville for 2020-2021.

12. Minutes

Mr. Morrison made the following motion:

MOVED: That the School Committee votes to approve the minutes from the June 4, 2020 School Committee meeting.

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

Ms. Santiago	Yes
Ms. Scoville	Yes

Ms. Guay	Yes
Mr. Morrison	Yes
Mr. Brosgol	Yes

Mr. Morrison made the following motion:

MOVED: That the School Committee votes to approve the minutes from the June 10, 2020 School Committee meeting as amended.

MOTION SECONDED by Ms. Santiago

MOTION APPROVED 5-0-0

Ms. Santiago	Yes
Ms. Scoville	Yes
Ms. Guay	Yes
Mr. Morrison	Yes
Mr. Brosgol	Yes

13. Adjournment

Mr. Morrison made the following motion:

MOVED: Motion to adjourn at 12:44 a.m. on September 8, 2020, not to reopen.

MOTION SECONDED by Ms. Santiago

MOTION APPROVED 5-0-0

Mr. Brosgol	Yes
Ms. Santiago	Yes
Ms. Scoville	Yes
Ms. Guay	Yes
Mr. Morrison	Yes



School Committee Secretary

11/13/20

Date

BEDFORD SCHOOL COMMITTEE

September 8, 2020

Exhibits/Documents

- Personnel Report
 - Job Description – Secretary to the School Committee
- EBCFA Face Coverings Policy – Second Read
- Fiscal 2021 Budget Update
- Gift and Donation Letter
- Minutes
 - May 19, 2020
 - May 26, 2020
 - June 4, 2020
 - June 10, 2020

