

**BEDFORD SCHOOL COMMITTEE**  
**August 31, 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 7:00 p.m. to 7:30 p.m.**

**2. Call to Order**

After Executive Session, at 7:41 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.*

*Mr. Angel Pettitt  
North Road*

Mr. Pettitt has concerns about the “one size fits all” model for and feels that it puts tremendous pressure on families with younger students.

*Ms. Erin Sandler Rathe  
Hume Road*

Ms. Sandler called with questions about post-Labor Day teacher assignments.

*Ms. Julie Samble  
Curve Street*

Ms. Samble asked for clarification on the Davis Preschool report.

*Ms. Nancy Wolk  
Daniels Drive*

Ms. Wolk expressed the need for all students to have access to help dealing with the stress and anxiety that the upcoming school reopening will bring.

*Ms. Erica Colbath  
Pine Street*

Ms. Colbath asked the School Committee to consider having the schools send out communication to students outlining what they should expect upon return to school and believes that student voices should be heard.

*Ms. Kelly Horton  
Evans Avenue*

Ms. Horton commented that she has yet to see a plan for full remote or the full in-person return to classes. She also suggested that a sample schedule might be a good idea to give to students before school reopens.

*Ms. Elizabeth Bernier  
Wagon Wheel Drive*

Ms. Bernier asked if there is a plan in place to reduce the stigma that a child may endure if they are moved to an isolated room due to potential symptoms.

*Mr. James Szabo  
Dunster Road*

Mr. Szabo wondered why students would be released so much earlier than the regular release time for the school day.

*Ms. Jane Holland  
Alaska Avenue*

Ms. Holland asked if hearing impaired students would have an increase in assessments to see how they are managing with hybrid learning.

*Ms. Guannan Gong  
Highland Avenue*

Ms. Gong asked if full remote was still an option for families and wondered how to go about the process of enrolling her student in the full remote program.

*Ms. Nancy Gilroy  
Shawsheen Road*

Ms. Gilroy asked if there would be a mid-point assessment to see how well the hybrid model is working for students.

*Ms. Elizabeth Lussier  
Battlefield Road*

Ms. Lussier had questions about the lunch schedule and the process that would take place if a student becomes ill.

*Ms. Rebecca Neale  
Francis Road*

Ms. Neale also had questions about the coordination of the lunch schedule for students.

*Ms. Carlough Faulkner  
School Way*

Ms. Faulkner asked how students in the at home remote learning model will pace themselves throughout the day.

*Mr. Jeff Derderian  
Marion Road*

Mr. Derderian had questions about how the remote learning would work hand in hand with the in-person learning at BHS and JGMS.

*Ms. Jessica Fair  
Sherwood Drive*

Ms. Fair believes that the Monday, Tuesday, Thursday and Friday classes are much shorter for high school students and is concerned because she figures there will be a loss of 50 hours of instructional time by January.

#### **4. Personnel Report**

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

##### **Resignations:**

<i>Jessica Baker</i>	<i>1.0 SPED Teaching Asst.</i>	<i>Lane</i>
<i>Matthew Brennan</i>	<i>1.0 ESL Teacher</i>	<i>JGMS</i>
<i>Carolyn Carr</i>	<i>1.0 SPED Teacher</i>	<i>Lane</i>
<i>Constantine Georgopoulos</i>	<i>1.0 SPED Liaison</i>	<i>JGMS</i>
<i>Kathy Hickey</i>	<i>1.0 Food Service</i>	<i>Lane</i>
<i>Lauren Kalbach</i>	<i>0.4 SPED TA (Preschool)</i>	<i>Davis</i>
<i>Susanne Monahan</i>	<i>1.0 SPED Teaching Asst. /Behavior Tech</i>	<i>Lane</i>
<i>Danielle Wood</i>	<i>0.5 BCBA</i>	<i>Davis</i>
<i>Sandra Young</i>	<i>0.7 SPED Administrative Assistant</i>	<i>Davis</i>

##### **Transfers:**

<i>Lariza Pangiotou</i>	<i>1.0 SPED Teaching Assistant/Behavior Tech</i>	<i>Davis</i>
<i>Claudine Sahagian</i>	<i>1.0 Educational Assistant</i>	<i>Davis</i>
<i>Mary Ellen Schissler</i>	<i>0.6 Preschool Teacher</i>	<i>Davis</i>
<i>Elizabeth Wilson</i>	<i>1.0 Secondary Literacy Program Administrator</i>	<i>JGMS/BHS</i>

### **Appointments:**

<i>Andrea Edmunds</i>	<i>1.0 Special Education Program Administrator</i>	<i>JGMS</i>
<i>Jacob Horvitz</i>	<i>1.0 Special Education (SAIL Inclusion) Teacher</i>	<i>JGMS</i>
<i>Jocelyn Mason</i>	<i>0.5 Reading Interventionist</i>	<i>Davis</i>
<i>Stephen Van Arnam</i>	<i>0.8 Academic Achievement Center Teacher</i>	<i>BHS</i>
<i>Brianna Cora</i>	<i>1.0 Academic Achievement Ctr. Teaching Asst.</i>	<i>BHS</i>
<i>Rosemary Hernon</i>	<i>1.0 SPED Teaching Assistant/Behavior Tech</i>	<i>Lane</i>
<i>Elizabeth Hoyt</i>	<i>1.0 (COTA) Cert. Occupational Therapy Aide</i>	<i>Davis</i>
<i>Allison John</i>	<i>1.0 Special Education Teaching Asst.</i>	<i>JGMS</i>
<i>Liana Perl</i>	<i>0.8 Finance Admin Asst. (1 Yr. assignment)</i>	<i>Central Office</i>

### **5. BPS Mask Policy – Review and Vote**

Mr. Conrad reviewed the Bedford Public Schools Mask Policy with the School Committee. The policy was written using the guidance of the Commonwealth of Massachusetts COVID-19 Order No. 31, the Massachusetts Department of Elementary and Secondary Education Reopening Guidelines as well as the Center of Disease Control and Prevention Considerations for Wearing Masks.

- Masks must be worn on all school property and buses
- Exemptions can be approved for students that
  - Have trouble breathing
  - Are unconscious
  - Are incapacitated
  - Cannot remove the mask without assistance
- Masks will not be required while social distancing:
  - During mask breaks
  - While eating or drinking
  - During physical education classes
  - While outside

Exceptions can be made in certain circumstances with approval from the proper authority. Students and staff will have to provide their own masks; however, disposable masks will be available to individuals who arrive to school property without proper face covering.

The School Committee had questions and comments.

Ms. Santiago asked what the consequences would be on a student who would not comply and noted some revisions that could be added to the policy.

Mr. Conrad said that the student would have to be removed for the safety of others.

Ms. Guay asked if special education students would have any mask training or practice before the start of school. She asked if language that pertains to students not trading masks could be added to the policy.

Ms. Marianne Vines, Director of Special Education replied that student training was already underway.

Mr. Morrison suggested that an alternative mask such as a face shield be given to a student that does not want to wear or cannot wear a mask. He also asked if a student that refused to wear a mask or that could not wear a mask would have to participate in the remote only option.

Mr. Conrad replied that this is mentioned in the policy. He then said that the remote only option would be implemented only if it has been ascertained as to why they cannot wear a mask.

Ms. Scoville asked about the use of gaiters.

School Nurse, Ms. Tracy Fernald said that multi layered masks are more protective.

Mr. Brosgol asked what expectations are set for the school bus drivers. He also asked if there would be a policy set for school athletics.

Ms. Kirrane said that strict protective measures have been put in place for the drivers and that Bedford Charter is taking this very seriously.

The School Committee suggested several other revisions to the mask policy and it was decided that the vote would be held until the next meeting.

## **6. BEA MOA**

Mr. Conrad reviewed the Memorandum of Agreement, which he worked closely with the Bedford Education Association to finalize.

The topics of the agreement were as follows:

- Personnel
- Workload
- Safety and Precautions
- Professional Development and Preparation Time
- Expectations of the time in the building
- Curriculum and Technology
- Hybrid Model
- Full-District Model

COVID-19 related leave options were also part of the agreement.

Mr. Conrad said that he would like all staff members to feel confident about coming back into the school buildings and that he has been working with staff members who qualify for the Americans with Disabilities Act to ensure their accommodations as well. He said that leaves for some teachers have been reviewed and that some teachers will be only teach remotely. Mr. Conrad talked about the newly implemented HEPA filter air purifiers that have been purchased for classrooms and that the sanitizers that have been purchased are plant based. He said that

there will be reduced contact in the buildings, all are expected to wear masks and no visitors will be allowed into the school buildings.

The School Committee thanked all of the District Leadership, Mr. Conrad and the BEA for their hard work.

Mr. Morrison asked if teachers would be teaching remotely as well as in class at the same time. He also asked if the buildings would be ready by September 16.

Mr. Conrad said that the mechanics have been put in place for air cycling in the buildings and the buildings will be ready for the reopening.

Ms. Scoville said that she felt uneasy voting on this and said that she would like to hear all of the different school plans.

Dr. Clifford explained the three models.

Ms. Scoville thanked her for the clarification.

Mr. Brosgol said that he felt comfortable going forward with approval and went on to give credit to Mr. Conrad and the teaching staff.

Ms. Scoville made the following motion:

**MOVED: That the School Committee approve the Memorandum of Agreement between the Bedford Public Schools and the Bedford Education Association regarding the reopening of Bedford Public Schools dated August 31, 2020**

**MOTION SECONDED by Ms. Santiago**

**MOTION APPROVED 5-0-0**

<b>Ms. Santiago</b>	<b>Yes</b>
<b>Ms. Guay</b>	<b>Yes</b>
<b>Mr. Morrison</b>	<b>Yes</b>
<b>Ms. Scoville</b>	<b>Yes</b>
<b>Mr. Brosgol</b>	<b>Yes</b>

## **7. BEA Side Letters**

Mr. Conrad along with Mr. Sills presented the memorandum of agreement that was reached by Mr. Jon Sills and the BEA for the Teaching Assistants and the Educational Assistants in the spring. The agreement stated a renegotiated one-year contract had a 0 percent increase on COLA for FY21 and the removal of three professional days from the calendar. The hours went to a 6.75-hour day with a .5 hour paid lunch.

Ms. Kirrane had concerns that the side letter and the MOA are duplicated on the agenda.

Mr. Brosgol said that this should be reviewed at a later date at an Executive Session.

## 8. School Reopening Plan

On Wednesday, August 5, 2020, the Bedford School Committee considered all of the options, as presented by the school administration and decided to begin the 2020-2021 school year in a hybrid model.

Dr. Clifford presented a slide show on the School Reopening Plan with the help of each principal reviewing specifics for each of the four schools. Ms. Marianne Vines spoke in detail about Cohort C, which would include special education students attending school on Monday, Tuesday, Thursday and Friday. Wednesdays will be remote for all students.

The discussion included:

- Staggered Re-Entry
  - September 16 All Remote
  - September 17 Cohort A half day
  - September 18 Cohort B half day
  - September 21 Begin regular Hybrid Model
  - August 31 – September 15 – Ten Day Staff Planning
- Review of Learning Models
  - Remote Learning – Cohort D
  - Independent Homeschooling
  - District Hybrid Model – Cohort A, Cohort B, Cohort C

*Principal Beth Benoit outlined the Davis School Reopening Plan with the School Committee.*

Ms. Santiago asked if how a child would engage if the parent could not work with a younger student. She also had concerns with the impact of no visitors on Davis students.

Ms. Benoit said that the teachers would help the student set up for remote learning in a way that will help make it easier for the teacher to check in with that student.

Ms. Santiago asked if classes would be recorded for later review for students.

Ms. Benoit said that there would be no recorded classes.

Ms. Guay asked about preschool screening.

Ms. Benoit said that preschool teachers would be handling this in the classroom and work to communicate with families.

Mr. Morrison asked how often materials would be delivered to remote students. He also had concerns on the shorter days and how this could be addressed.

Ms. Benoit said that the teachers are working in teams developing a process on how this will happen. She noted that the smaller classes have less time for transition giving more learning time to help make up for shorter days.

Ms. Scoville asked if teachers who are working remotely only be remote and wondered if the hybrid students would have two teachers in the classroom.

Ms. Benoit said that there are teaching teams of three and some teams will rotate depending on the need.

Ms. Scoville asked for more detail on the bus loop plan.

Ms. Benoit said that each pod would have a different drop off door dismissals would work in the same fashion.

Mr. Brosgol wondered if there would be an issue with traffic safety during pick up and drop off times considering the students who chose to walk or take their bikes.

Mr. Conrad replied that he is currently working on adding more bicycle racks for students with Mr. Alani, the Director of Facilities. He also said that Bedford has received the "Safe Routes to School" grant to help with addressing any safety issues.

*Ms. Santiago's connection froze at 10:02 p.m. and she rejoined the meeting at 10:03 p.m.*

Ms. Santiago made the following motion:

**MOVED: Motion that the Bedford School Committee endorses the Davis School Reopening Plan as presented Principal Beth Benoit on August 31, 2020.**

**MOTION SECONDED by Mr. Morrison**

**MOTION APPROVED 5-0-0**

<b>Ms. Santiago</b>	<b>Yes</b>
<b>Ms. Scoville</b>	<b>Yes</b>
<b>Ms. Guay</b>	<b>Yes</b>
<b>Mr. Morrison</b>	<b>Yes</b>
<b>Mr. Brosgol</b>	<b>Yes</b>

*Principal Rob Ackerman outlined the Lane School Reopening Plan with the School Committee.*

Ms. Santiago asked how student privacy would be protected while learning remotely and wondered if there will be any class recordings.

Mr. Ackerman told Ms. Santiago that student privacy is of the utmost importance and measures have been put in place to ensure this.

Dr. Clifford also replied saying that there is no recording of students or live classes.

Ms. Santiago asked how remote learning would work for students in both the BRIDGE and SAIL programs.

Mr. Ackerman noted that the majority of these students would attend Cohort C, attending school every day except Wednesday.



Ms. Guay asked if there would be any way to beta test the remote learning within the ten days prior to school opening.

Mr. Ackerman stated that changes would have to be made, as the remote learning gets underway since this is something that is new to Bedford students and educators.

Mr. Morrison wondered how many teachers would be assigned to each class and how many students would be in each class.

Mr. Ackerman said that the classes would be divided in half with one-half of the class in remote learning on the day that the other half of the class attended in person.

Ms. Scoville asked how the fully remote classes would work for students using the Bedford for Bedford curriculum and teaching structure.

Mr. Ackerman said that there are two all-remote classrooms with twenty two to twenty three students in each. Some lessons are joined with the hybrid class remote learning and the student's primary teacher creates the entire curriculum.

Dr. Clifford noted that three-teacher teams are sharing the workload of teaching and preparing. Parents can report any part of the remote learning that may not be working for their child, to their primary teacher.

Mr. Ackerman also answered questions on the specific bus plan for Ms. Scoville. He also noted that he would be presenting his team model to parents in his next online parent meeting.

School Committee went on to discuss more detail about classes and teacher availability.

Mr. Morrison believes more resources are needed for students and has concerns about vulnerabilities. Mr. Brosgol agreed.

Mr. Conrad stated that he is aware of the need for additional resources.

Ms. Santiago made the following motion:

**MOVED: Motion that the Bedford School Committee endorses the Lane School Reopening Plan as presented Principal Rob Ackerman on August 31, 2020.**

**MOTION SECONDED by Mr. Morrison**

**MOTION APPROVED 5-0-0**

<b>Ms. Santiago</b>	<b>Yes</b>
<b>Ms. Scoville</b>	<b>Yes</b>
<b>Ms. Guay</b>	<b>Yes</b>
<b>Mr. Morrison</b>	<b>Yes</b>
<b>Mr. Brosgol</b>	<b>Yes</b>

*Principal Kevin Tracey outlined the John Glenn Middle School Reopening Plan with the School Committee.*

Ms. Santiago asked if desks and chairs would be cleaned between classes and how often sanitizing will happen.

Mr. Tracey stated that contact between students would be minimized as much as possible and strict protocols have been put in place to sanitize classrooms and common areas such as hallways.

Ms. Guay asked when parents would have to finalize their decision on whether their student would attend remotely or attend using the hybrid model.

Mr. Tracey said that there is a lot of flexibility for parents at this time.

Mr. Morrison had concerns with the amount of screen time and asked what steps have been taken so that students will not have too much screen time during the day.

Mr. Tracey said that this will be a little difficult but he said that the teachers are up for this challenge.

Ms. Santiago made the following motion:

**MOVED: Motion that the Bedford School Committee endorses the John Glenn Middle School Reopening Plan as presented Principal Kevin Tracey on August 31, 2020.**

**MOTION SECONDED by Mr. Morrison**

**MOTION APPROVED 5-0-0**

<b>Ms. Santiago</b>	<b>Yes</b>
<b>Mr. Morrison</b>	<b>Yes</b>
<b>Ms. Scoville</b>	<b>Yes</b>
<b>Ms. Guay</b>	<b>Yes</b>
<b>Mr. Brosgol</b>	<b>Yes</b>

*Principal Heather Galante outlined the Bedford High School Reopening Plan with the School Committee.*

Ms. Santiago asked how the Math Lab would work for High School students.

Ms. Galante said that these classes are still available and the cafeteria will be set up as a study space for after school.

Mr. Morrison was impressed with Ms. Galante's plan. He wondered if students would be able to work together when they were participating in remote learning.

Ms. Galante told Mr. Morrison that they are still working on remote collaboration for students.

Mr. Morrison wondered if the classes would be smaller and had concerns about how challenging that may be.

Ms. Galante said that each class will break out differently and that teachers will adjust as needed.

Ms. Scoville was excited to hear about the collaboration of remote students working in collaboration with the in-person students.

Ms. Santiago made the following motion:

**MOVED: Motion that the Bedford School Committee endorses the Bedford High School Reopening Plan as presented Principal Heather Galante on August 31, 2020.**

**MOTION SECONDED by Mr. Morrison**

**MOTION APPROVED 5-0-0**

<b>Ms. Santiago</b>	<b>Yes</b>
<b>Mr. Morrison</b>	<b>Yes</b>
<b>Ms. Scoville</b>	<b>Yes</b>
<b>Ms. Guay</b>	<b>Yes</b>
<b>Mr. Brosgol</b>	<b>Yes</b>

Dr. Clifford continued by telling the School Committee that an all-remote plan is currently in the works just in case that there is a need for a smooth and expedient transition. She noted that the curriculum will be consistent and details for each school will be available.

Ms. Tracy Fernald presented Guidance – Health and Safety to the School Committee.

- Three Mitigation Measures
  - Masks
  - Hand Washing
  - Six Foot Social Distancing
- Student/Staff Screening Protocols
- Cohorts to minimize potential exposure
- Medical Isolation areas have been made available
- Additional Nurses on staff
- Ongoing guidance for Bedford Board of Health on metrics
- Training and education for staff and students

Mr. Taissir Alani presented his Facilities Action Plan.

- Mechanical Engineering Study sampling classrooms
  - CFM and Air Changes per hour exceed code requirements
  - Expand study to cover all classrooms
- Hire Test-Adjust Balance contractor to test and adjust equipment for all classrooms
- Increase fresh air in classrooms- all Univents are now set on high
- MERV8 and Air purifiers with HEPA filters in use until MERV13 systems are delivered
- Instructional and safety signage posted throughout schools
- Completion of Paving project before school opens

Ms. Julie Kirrane presented the Guidance on School Operations – Other

- Lunch – all four school kitchens will be in full operation
- Meals available on Remote Days – lunch pick up system in place for remote students
- Pre-ordering lunch software in place

- Socially distanced lunches – served in classrooms
- Water bubblers and filling stations are closed – water should be brought or will be provided
- No visitors in school buildings
- Before and after school access is limited to approved Extended Day activities

Transportation:

- Car and bus pick up and drop off will happen at designated, staggered times
- Bus riders will have assigned seats
- Boston families will have a separate bus for each school
  - Shorter routes/rides to school
  - Arrival not as early as usual but still time for breakfast

Ms. Donna Clements presented Guidance on Technology

- All students will have a personal device, headset with microphone
- All faculty, administrators and support staff will have laptop, wireless headset with microphone
- All instructional spaces will have webcam, webcam stand, external audio device, charging stations
- Hotspots to support internet connectivity for families
- All staff will have Zoom Pro account
- Nearpod license for interactive lessons for both in-person and remote learning
- Seesaw Learning Platform, Google Classroom, Raz-Kids, Lexia and Track my Progress

Ms. Heather Galante presented Guidance on Extended Day for BHS

- Traditional Fall season will consist of Boys and Girls Soccer, Field Hockey, Cross Country and Golf
- Varsity Games played on Wednesdays and Saturdays against the same opponent
- Work with Bedford Cable Access TV to livestream events
- One parent per household to attend games – parent may drive student
- Must comply with DESE and EEA sport guidelines released 8/28/20 which outlines distancing and mask wearing

Ms. Santiago asked to have these presentations made available on the school website.

Ms. Guay asked if there was any language written about having a flu shot.

Ms. Fernald mentioned that this is a newer requirement and that she and the Bedford Board of Health are currently working on setting up a Flu Clinic.

Ms. Santiago made the following motion:

**MOVED: Motion that the School Committee accepts the Bedford Public Schools Reopening Plan as presented on August 31 through September 1, 2020.**

**MOTION SECONDED by Mr. Morrison**

**MOTION APPROVED 5-0-0**

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

**9. FY21 Budget Update**

*Postponed*

**10. Superintendent's Report**

*Postponed*

**11. Minutes**

*Postponed*

**12. Adjournment**

Ms. Santiago made the following motion:

**MOVED: Motion to adjourn at 12:44 a.m. on September 1, 2020, not to reopen.**

**MOTION SECONDED by Mr. Morrison**

**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**

**August 31, 2020**

**Exhibits/Documents**

- Personnel Report
- EBCFA Face Coverings Policy
- Fiscal 2021 Budget Update
- Reopening MOA
- School Reopening Presentation
- Minutes
  - May 19, 2020
  - May 26, 2020
  - June 4, 2020