

**BEDFORD SCHOOL COMMITTEE**  
**January 30, 2018**  
**Bedford High School – Large Group Instruction Room**

**1. Call to Order**

At 7:30 p.m., Mr. McAllister called to order the meeting of the Bedford School Committee. Other members present included Mr. Brosgol, Ms. Santiago, Ms. Scoville and Ms. Guay.

**2. Comments from Public**

None

**3. Personnel Report**

Mr. Sills asked the School Committee to approve an annual field trip request from John Glenn Middle School to take the sixth grade class to *Natures Classroom* in Freedom, NH on October 24-26, 2018. This trip allows students to engage in hands on activities and experience activities that foster understanding of the environment. It is also a great team building experience for the 6<sup>th</sup> graders. Chaperones include grade six teachers and teaching assistants as well as the program leaders and staff from Natures Classroom. The cost per student is \$226 - \$300 depending on transportation cost. The school embarks on fundraising to provide scholarship for the trip for anyone in need.

Mr. Brosgol made the following motion:

**MOVED: That the School Committee approve the field trip request for the sixth grade class to attend Natures Classroom on October 24-26, 2018 in Freedom, NH at a cost of approximately \$300 per student and no cost to the school department.**

**MOTION SECONDED by Ms. Santiago**

**MOTION APPROVED: 5-0**

Mr. Sills announced the resignation of Emily Ruggerio a .3 Teaching Assistant at the Pre-School.

**4. District School Calendar for 2018-2019**

Mr. Sills presented the updated, proposed School Calendar for 2018-2019. He noted that Election Day, November 6, 2018, will be a professional day for teachers and a no school day for students. He also noted that the high school's Arena Day (scheduling changes) has been scheduled for August 28, 2018.

School Committee members did not have any questions about the calendar (as it follows the same pattern as previous calendars).

Ms. Guay made the following motion:

**MOVED: That the School Committee approve the 2018-2019 district School calendar as amended tonight.**

**MOTION SECONDED by Sarah Scoville**

**MOTION APPROVED: 5-0**

Mr. Brosgol asked if we are still piloting the religious holiday policy. Mr. Sills said yes.

**5. BHS Program of Studies 2018-2019**

Assistant Principal Kate Boynton and Principal Heather Galante presented the major changes in the 2018-2019 BHS Program of Studies. They gave School Committee members a detailed memo describing all of the changes.

Ms. Galante and Ms. Boynton reported that the majority of changes center around the change in making senior year English courses unleveled and adding a new college prep course in English Literature and Comprehension. Ms. Galante reminded the School Committee that she presented these changes in detail at the last School Committee meeting.

Other changes in the Program of Studies include:

- Adding three AP courses – AP Lit & Comprehension, AP Statistics, and AP Computer Science
- The Humanities course has been renamed to Creativity and Culture
- The Foreign Language Department has been renamed World Language Department
- Digital Photography is now being offered in addition to traditional photography
- Foundations of American History and Modern American History course titles have been change to US History I and US History II in order to be clearer on our transcript. Content is not changing.
- Gender Studies and Real World Social Studies will become unleveled electives in the Social Studies department.
- An internship at JGMS will now be offered (it was the only school where the high school did not offer an internship)
- The Computer Science courses have been revamped to meet the needs of the students and to provide more advanced studies in computer science. The introductory course will now prepare students for the AP Computer Science course. Advanced Topics in Programming will allow students to go beyond the AP Computer Science course.

Ms. Guay asked about the status of ROTC enrollment. Ms. Galante said that there has been a significant increase in enrollment this year (close to 80 students).

Mr. McAllister asked what attributed to this growth. Ms. Galante said that the two teachers made increasing enrollment a personal goal and did a lot of outreach with students and families. Billerica still participates in our program. Also, the course work has been simplified – it is now a rolling four year sequence. Also, a lot of work has been done to dispel the myth that the class is only a pathway into the military.

Ms. Scoville asked why so many computer classes were removed from the offerings. Ms. Boynton said many of the classes were “singletons” and now these topics will be covered in a broader based course. The classes will be more flexible and will be based on student and teacher needs.

Ms. Guay said she would like to hear feedback on the unleveled classes from teachers and students.

Ms. Guay made the following motion:

**MOVED: That the School Committee approve the 2018-2019 Program of Studies as amended tonight.**

**MOTION SECONDED by Ms. Scoville**

**MOTION APPROVED: 5-0**

## **6. Presentation: Bedford Energy Policy**

Taissir Alani, Director of Facilities, Alex Deng and Christine Rabinowitz, all members of the town's Energy Task Force, presented the town's Energy Policy.

Mr. Alani began the presentation by defining the Energy Policy's objective:

*"The Town of Bedford is committed to energy conservation and management to decrease municipal energy consumption and cost while maintaining a safe, healthy, comfortable/efficient environment that is conducive to work, learning and play"*

Mr. Deng reported that the Task Force will present the Policy to the Selectmen and then again at Town Meeting.

The presentation tonight introduced the policy to the School Committee. The presentation focused on the five major parts of the policy – Energy Reduction guidelines, Occupant Involvement Guidelines, Engagement & Outreach, Vehicle Replacement Guidelines, and Construction and Renovation of Town Building Guidelines.

Guidelines adopted include:

### *Energy Reduction Guidelines*

- Manual or automatic shut off of lights
- LED bulb replacement
- Installing full cut-off of street lights (i.e. turn off lights at 11 pm on quiet streets etc.)
- Adjusting occupied set points at traffic lights
- Overriding sprinklers at town fields when it rains
- Upgrading to fuel efficient mowers
- Setting AC at 74 degrees for occupied buildings and 85 for unoccupied buildings
- Setting heat at 68-72 for occupied buildings and 55 for unoccupied buildings.
- Sharing energy performance with Principals – set building benchmarks.
- Hope to install monitoring systems in all town buildings – right now the Lane and Town Hall have them.

### *Occupant Involvement*

- Making initiatives more visible
- Have staff from all town departments participate in Energy Committee
- Each building shall designate an Energy Captain or Team to ensure energy reduction

### *Engagement & Outreach*

- Distribute the energy policy to all and get feedback from community
- Utilize social marketing techniques to spread knowledge and commitment to energy reduction efforts
- Demonstrate that people can benefit financially from reducing usage.

### *Vehicle Replacement Guidelines (Mr. Alani reported)*

- Maintain accurate inventory and replacement schedules
- Purchase hybrid vehicles
- Enforce "no idling" state law mandates

*Town Building Construction Guidelines (Mr. Alani reporting)*

- Specify energy and water efficiency guidelines
- Move towards renewable energy such as solar panels
- Building commissioning – very effective with gaining energy efficiency
- Install sub meters in buildings to really learn where usage is
- Community education and involvement (including students)

Ms. Guay said that the presentation was interesting and that it is great to learn about all the expertise we have in town. She asked if there were any funding or grants available to the town to help with these initiatives.

Mr. Deng said that the Town has an article “Net Zero” which has set aside \$75,000 for a consultant to help develop an outreach plan.

Ms. Scoville asked how “trash” fits into the Energy Policy. Mr. Tassir said recycling does fit into this plan and that the DPW is in charge. Schools do recycle too with assistance from Ed McGrath, a member of the Green Team, who is working with the schools to encourage more recycling, especially in the cafeterias.

Ms. Scoville also suggested that electric car outlets be installed in town. Mr. Alani was very interested in doing this.

Ms. Santiago thanked Mr. Alani and the Energy Task Force for doing such important work. She did ask them to think about how the initiative could be sustained over time. She suggested that the town find someone to be responsible and to put it on the job description. Mr. Alani agreed. Mr. Sills agreed that energy efficiency should be codified in certain roles.

Mr. Brosgol asked if implementing sub metering would be expensive. Mr. Alani did not think it is too costly to implement meters in buildings.

Mr. McAllister thanked the presenters for coming tonight and for doing such important work. He suggested having schools and students help out where ever possible (no idling, recycling etc.). Mr. Sills agreed. He said he recently received several compelling letters from fourth graders expressing their energy concerns and ideas. He agrees that the schools, especially the elementary schools, are untapped resources and he will discuss with his Administrative Team.

## **7. Superintendent’s Report**

Mr. Sills reviewed future topics to be discussed/presented to School Committee:

- Feb 7 – neighborhood meetings at Lane and Davis School for building updates
- February 13<sup>th</sup> - midyear update on district goals and a Lane School playground report to School Committee
- Computer Science/Digital Literacy presentation
- Guidance Counselors to report on a Social Emotional program
- JGMS’s focus on civic responsibility

## **8. Minutes**

Mr. Brosgol made the following motion:

**MOVED: That the School Committee approve the minutes of the January 2, 2018 School Committee meeting as amended.**

**MOTION SECONDED by Ms. Santiago**  
**MOTION APPROVED: 5-0**

**9. Adjournment**

Ms. Scoville made the following motion.

**MOVED: Motion to adjourn at 8:50 P.M. not to reopen.**

**MOTION SECONDED by Mr. Brosgol**

**MOTION APPROVED: 5-0**

**Roll Call Vote:**

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

 4/10/2018  
School Committee Secretary      Date

**BEDFORD SCHOOL COMMITTEE**

**January 30, 2018**

**Exhibits/Documents**

- Draft #2 and Draft #3 2018-2019 School Calendars
- Memo dated January 24, 2018 from Heather Galante regarding proposed changes to the Program of Studies 2018-2019
- Draft of BHS 2018-2019 Program Of Studies
- Presentation: Bedford Energy Policy
- Draft of the Jan. 2, 2018 School Committee meeting minutes.