

**BEDFORD SCHOOL COMMITTEE**  
**January 19, 2016**  
**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 Ms. Guay, Mr. Pierce, Mr. Hafer and Mr. Brosgol.

**2. Comments from Public**

None

**3. Budget**

Mr. Sills reported that there has not been any significant changes to the FY'17 budget since the last meeting. He is watching the high school special education program, STEP, to see if a few more students enroll. If this does happen, then he may have to add a .2 teacher to accommodate team teaching in science.

Mr. Hafer asked for more information on the Ipad/laptop replacement schedule. Mr. Coelho agreed to provide this information.

Mr. Pierce said he would like to see a FTE staff change schedule. He would also like more information on the ELA K-5 Curriculum Leader position.

Ms. Sallee addressed this request. She explained that over the last few years with the implementation of Common Core standards, more and more sophisticated teaching is required in the classrooms. The K-5 teachers need an ELA coordinator as a result. This person will get into the classrooms and create a more coherent literacy approach in grades K through 5. The ELA Coordinator will be an instructional coach. She also noted that the K-12 Reading Director will supervise the reading specialists in the elementary school.

Mr. Pierce asked if the district would be looking for a Math Coordinator next year. Ms. Sallee said that she is looking to change Sara Dorer's (the current enrichment teacher for students K-5) focus from enrichment towards becoming an instructional coach in math for both elementary schools.

Mr. Pierce asked if there were any instructional coaches at the high school level. Mr. Sills said that this year, the high school did not staff the technology specialist position and instead had two, part time instructional coaches for the middle and high schools. He would like to increase these positions by .4. These instructional coaches have classroom duties too.

Mr. Pierce suggested going back to FTE historical schedules and footnoting when we changed kindergarten to full time.

Mr. Pierce also asked to see information to understand the costs and expenses associated with all programs that the schools manage. Right now, we are only seeing the expense detail that come out of the tax levy.

Mr. Brosgol thanked Mr. Sills and the Leadership team for creating a budget that meets the Finance Committee's financial guideline.

Ms. Guay said that given the increase in BCBA services, she thinks that our current in-house programs will be in good shape. She thinks these professionals may also help with regular ed social-emotional concerns too.

Mr. McAllister asked Mr. Sills to continue to look for additional ways to reduce expenses in the budget.

Mr. Sills said that every year, the schools try to build a budget around the needs and not wants. He feels that he has carefully analyzed the budget so that it meets needs only. He will continue to analyze the FY'17 budget.

Mr. Sills mentioned that the current census information indicates that there are 170 children eligible for kindergarten in September 2016. Last year, the census had 130. He does not know if this will turn into a large enrollment but he will ask the Finance Committee to put another kindergarten teacher and aid into the reserve.

Mr. Sills said he will ask the School Committee to vote on a budget request number for FY'17 at the next meeting.

#### **4. Space Needs and Feasibility Study Update**

Mr. Sills said that the new Space Needs Task Force will meet next week to discuss whether Bedford should move forward with the MSBA process again for Davis School. Also, he will look to expand the group's mandate to oversee the Feasibility Study process.

Mr. Sills shared the Feasibility Study Request for Bid with the School Committee.

Mr. Sills reminded everyone that the Town has already set aside funds for this Feasibility Study.

Mr. Sills also said that he would like to set aside money for a possible Lane School modular building in case the Lane renovation project is not approved at Town Meeting in the spring. Also, we may end up needing a third modular classroom at Davis School if the incoming kindergarten class is large.

Mr. Pierce agreed with this and suggested using flexible language for the modular reserve funds so that the schools can use them wherever they need them. He suggested using language like "elementary school modulars".

#### **5. Hanscom Memo of Understanding with Lincoln**

Mr. Sills said that this "MOU" is ready to sign. The agreement covers three students only. No additional students from retired military will be allowed to attend Bedford High School.

#### **6. Revolving Funds Policy**

Mr. Hafer reminded the Committee that he shared a draft of the Bedford School Committee Guidelines for Revolving Funds. He thanked members for sending him edits and comments and asked if there were any additional. School Committee members did not have any.

Mr. Pierce made the following motion:

**MOVED: That the School Committee approve the revolving fund guidelines as presented this evening.**

**MOTION SECONDED by Ms. Guay**

**MOTION APPROVED: 5-0**

### **7. Superintendent's Report**

Mr. Sills said he attended a workshop recently with the town's Chief of Police. It was an interesting workshop on how towns can make policing more relational and therefore more fair and equitable. He said the focus was on restorative, rather than punitive justice. He is thinking about how schools can do more of this. Mr. Sills said all in all, Bedford police have done a great job in building relationships within town.

Mr. Sills also noted that there have been several bomb threats made to schools in Massachusetts. He has reviewed our district protocols with the Principals.

Mr. Sills said that last Friday's Professional Day was amazing. Teachers at the high school and middle school learned from one another during "Ed Camp" workshops. Davis teachers focused on comprehension. Lane teachers looked at writing samples and assignments and brainstormed how to identify needs and modify instruction.

### **8. Liaison Reports**

None.

### **9. Review of School Committee Minutes**

Mr. Hafer made the following motion:

**MOVED: That the School Committee approve the minutes from the November 17, 2015 School Committee meeting as amended.**

**MOTION SECONDED by Mr. Pierce**

**MOTION APPROVED: 5-0**

Mr. Hafer made the following motion:

**MOVED: That the School Committee approve the minutes from the December 8, 2015 School Committee meeting as amended.**

**MOTION SECONDED by Mr. Pierce**

**MOTION APPROVED: 5-0**

### **10. Future Agenda**

- Review of the computer investment/replacement schedules
- Review of school department expenses beyond offsets
- Discuss course of action to build Press Box to meet ADA regulations
- Discuss possible, if any, impact on Bedford schools if Hanscom becomes a shelter for immigrant children.
- Discuss hidden costs of educating homeless population.
- Listen to Solar Panel presentation.

Ms. Guay thanked a group of Lexington families who hosted a Martin Luther King event for the families living at the hotel shelter. She said it was a really nice event.

**11. Adjournment**

Mr. Hafer made the following motion.

**MOVED: Motion to adjourn at 8:45 p.m. not to reopen.**

**MOTION SECONDED by Mr. Brosgol**

**MOTION APPROVED: 5-0**

**Roll Call Vote:**

**Mr. McAllister                      Yes**

**Ms. Guay                              Yes**

**Mr. Brosgol                          Yes**

**Mr. Pierce                            Yes**

**Mr. Hafer                             Yes**

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School Committee Secretary

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Date

**BEDFORD SCHOOL COMMITTEE**  
**January 19, 2016**  
**Exhibits/Document**

- Request for Space Feasibility Study 1/13/2016
- Draft of minutes from the November 17, 2015 School Committee meeting
- Draft if minutes from the December 8, 2015 School Committee meeting