

DRAFT
BEDFORD SCHOOL COMMITTEE
January 28, 2020
Large Group Instruction Room, Bedford High School

1. Call to Order

At 7:32 p.m., Ms. Santiago called to order the meeting of the Bedford School Committee. Other members present included Mr. Brosgol, Mr. Morrison, Ms. Guay and Ms. Scoville. There were no student representatives present this evening.

2. Comments from Public

None

3. Personnel Report

ACTION ITEMS:

Out-of-State / Overnight Field Trips:

Nadine Coletta	Freedom, NH	JGMS
	Camp Cody (Nature's Classroom)	
	October 21st through October 23rd, 2020	

Ms. Nadine Coletta, along with other 6th grade teachers, is requesting School Committee's Approval to attend an out of state field trip in Freedom, NH, on October 21st through October 23rd, 2020. This will be the seventh year of offering Nature's Classroom to all sixth grade students.

The students would participate in a three day, two-night program, and it will give them the opportunity to engage in hands on activities to understand their environment. Additionally, this experience will promote team building and class unity as students transition to the middle school.

Chaperones will include sixth grade teachers, teaching assistants, and program leaders. All sixth grade students will be invited. The cost to the student is \$250 and will cover all meals and lodging. Transportation is estimated to be an additional \$75.00 (totaling \$325). If this is a hardship for families, historically, Bedford has provided scholarships.

There is no cost to the school.

Mr. Brosgol made the following motion:

MOVED: That the School Committee approve the out-of-state field trip request for approximately 200 sixth grade students and staff to travel to Camp Cody, Freedom, NH on October 21 through October 23, 2020 to participate in Nature's Classroom at a cost of \$325.00 per student and no cost to the schools.

MOTION SECONDED by Mr. Morrison

MOTION APPROVED: 5-0-0

1 **INFORMATION ITEMS:**

2
3 **Resignations:**

4
5 *Maxwell Turkewitz* *Network Administrator* *System Wide*
6 *Paul Khederian* *Special Education Teaching Assistant* *BHS*

7
8 **Appointments:**

9
10 *Siamara Niven* *Special Education Teaching Assistant* *Lane*
11 *Samantha Redmond* *Special Education Teaching Assistant* *Lane*

12
13 **Extracurriculars:**

14
15 *Patrick Culhane* *History Day Advisor* *BHS*

16
17 **Job Descriptions**

18
19 There were two new job descriptions introduced to the School Committee for the following
20 positions:

21
22 *Director of Information Services*
23 *Network and Server Engineer*

24
25 After some review, it was agreed that the School Committee would wait to vote on these job
26 descriptions until the next School Committee meeting.

27
28 **4. 2020-2021 District Calendar**

29
30 The School Committee conducted the following votes:

31
32 Ms. Guay made the following motion:

33 **MOVED: That the School Committee rescind the approval of the 2020-2021 District**
34 **Calendar that was approved at the prior meeting on January 16, 2020.**

35 **MOTION SECONDED by Ms. Scoville**

36 **MOTION APPROVED: 5-0-0**

37
38 Mr. Morrison made the following motion:

39 **MOVED: That the School Committee vote to approve the 2020-2021 District Calendar as**
40 **edited and revised on January 28, 2020.**

41 **MOTION SECONDED by Ms. Scoville**

42 **MOTION APPROVED: 5-0-0**

43
44 **5. BHS Program of Studies**

45
46 A proposal for changes to the Bedford High School Program of Studies was presented to the
47 School Committee by Ms. Heather Galante, Principal of Bedford High School and Assistant
48 Principals Mr. Tom Casey and Mr. Daniel Hudder.

1 Ms. Galante said that there have been some substantial changes and Mr. Casey and Mr. Hudder
2 went on to explain.

3
4 There were grammatical updates, punctuation and stylistic changes and also some proposed
5 changes in these areas:

- 6
7 • *Academic Achievement Center*
 - 8 ○ Course Descriptions
 - 9 ○ AAC Tutor to AAC Scholar
 - 10 ○ Removal of Math Center Course
- 11 • *Counseling*
 - 12 ○ Course name “School to Career” to “Work Experience”
 - 13 ○ Changes in Academic Timeline
 - 14 ○ Addition of Massachusetts state university admissions requirements
- 15 • *English*
 - 16 ○ Course name “Writing Lab” to “Writing Essentials”
- 17 • *General*
 - 18 ○ Removed waiver stipulation of student-athletes for Physical Education
 - 19 requirement
 - 20 ○ Clarity around pass/fail requirements
 - 21 ○ Course level addition: Foundational and Introductory College Prep
- 22 • *Literacy*
 - 23 ○ Shifting department language from reading to literacy
 - 24 ○ Restructuring and renaming of courses
- 25 • *Math*
 - 26 ○ New course: Foundations of Algebra I
 - 27 ○ Amended “Math Lab” course description
- 28 • *Science*
 - 29 ○ Course name “AP Physics 1 & 2” to “AP Physics 2”
 - 30 ○ Course level addition: Honors Environmental Science
 - 31 ○ New course: Science and Engineering Practices
- 32 • *Social Studies*
 - 33 ○ Notation added about dual enrollment option available in Law course
- 34 • *Visual Arts*
 - 35 ○ New course: Digital Photography II
- 36 • *Wellness*
 - 37 ○ New course: Fashion Design I & II

38
39 *The School Committee had the following comments and questions:*

40
41 Mr. Brosgol asked if Ms. Galante could describe the state law about waiver for student athletes
42 and asked what kind of impact this could have on scheduling.

43
44 Ms. Galante said that BHS has been out of compliance for some time in the program and it was
45 time to make this change. She explained that adding this back to the Program of Studies would
46 allow the students to have a better-balanced schedule without the pressure of adding another
47 academic course.

48
49 Mr. Brosgol was very impressed by the new World Language chart in the new Program of
50 Studies; he found it very easy to read.

1 Mr. Morrison had a question about the increased services offered by Academic Achievement
2 Center (AAC) and wondered what they included.

3
4 Ms. Galante responded by saying that AAC is a Tier II intervention where Tier I is met at the
5 classroom level. For students that need more support but are not identified by an IEP, then the
6 AAC is a great option for them. She said that the AAC is staffed with a licensed English teacher
7 as well as a licensed Math teacher. Ms. Galante said that student needs can vary and this is a
8 flexible space to be able to address these needs.

9
10 Mr. Morrison wondered what the math sequence is for a ninth grader after they complete the
11 Foundations Algebra I course.

12
13 Mr. Hudder said that next course would most likely be an Algebra I / Geometry course, which
14 will be based on needs just as the Foundations Algebra I course, is based on the current needs. He
15 said that once they get past their MCAS, there are other math classes available for those students
16 to choose.

17
18 Ms. Guay said that she was curious about the relations between “Scholars” and the “Students” in
19 the AAC.

20
21 Ms. Galante said that the Scholars are mentors to the AAC Students. The AAC Students are
22 predominantly upperclassmen, they form organic relationships with the Scholars, and together
23 they help motivate students who may be more resistant or may not initially do this.

24
25 Ms. Guay was pleased with the addition of the Massachusetts state university admissions
26 requirements.

27
28 Ms. Galante said that Counseling offers presentation nights available for families to learn more
29 about the admissions and that they will be adding webinars in the next year for families who
30 cannot make it to the presentations.

31
32 Ms. Guay asked what grade would have be achieved to pass in a pass/fail class.

33
34 Mr. Hudder said that a student would have to have 60% to pass.

35
36 Ms. Galante added that the student and the parent were made aware of the passing grade if a
37 pass/fail course is chosen.

38
39 Ms. Guay applauded the dual enrollment classes.

40
41 Mr. Sills noted that the teachers must get certified in order to teach these classes.

42
43 Ms. Scoville had questions about the History and English electives that were changed to
44 “unleveled” and she wondered how this was working out.

45
46 Ms. Galante said that the students are excited about the unleveled courses and that they are less
47 stressful for the students. She said that the classes are going well and they will be looking to
48 expand them in the future.

1 Ms. Santiago asked if there could be more information provided on the GPA Weighted Score –
2 Heterogeneous courses suggesting a link on the online version of the handbook.

3
4 Ms. Santiago also had questions on the Fashion Design course and wondered if there is a plan for
5 students who may not be able to afford the materials for this course.

6
7 Ms. Galante said that the course uses upcycled clothing and that the students are not required to
8 buy materials for the course.

9
10 Ms. Santiago relayed a comment that she had heard from another parent mentioning that there
11 seemed to be quite a stretch between the honors math and the high honors math courses.

12
13 Ms. Galante said that she finds that this is not specific to only the math courses and went on to
14 say that, these courses are currently being looked at and that they are getting feedback and that
15 the courses are definitely on the radar.

16
17 Mr. Brosgol made the following motion:

18 **MOVED: That the School Committee vote to approve the Bedford High School Program of**
19 **Studies for the 2020-2021 school year.**

20 **MOTION SECONDED by Mr. Morrison**

21 **MOTION APPROVED: 5-0-0**

22 23 **6. Vaping Discussion**

24
25 Ms. Galante led the discussion by reviewing the Vaping Policy, which was originally added last
26 year. She talked about the hindrance of access to some of the student bathrooms due to closure.
27 This is because students would have to find a “cleared” bathroom”. She said that the changes in
28 the policy were actually suggested by the students because they did not want to be exposed to
29 toxins from vaping and they did not want to be inconvenienced with bathroom closures. Ms.
30 Galante said that this year’s policy has changed so that a vaping offense now carries a suspension
31 where in the prior year it did not because the Leadership was concerned about students missing
32 school.

33
34 Mr. Sills asked if there was a distinction made between whether the students were vaping tobacco
35 or if they were vaping marijuana.

36
37 Ms. Galante said that there was no way to distinguish the difference and they could not determine
38 whether a student was vaping tobacco or marijuana.

39
40 Mr. Casey mentioned that the only way to determine is to actually get hold of the vaping device
41 and look for any wording that would indicate if the vape contained THC.

42
43 Mr. Sills asked if there could be an explanation of the difference of the old Vaping Policy
44 compared to the new Vaping Policy.

45
46 Mr. Hudder explained that there was a progressive discipline in place, which was four detentions
47 or only one detention along with participation in a diversion program through Youth and Family
48 Services. It has now changed to a three-day suspension only. Mr. Hudder went on to say that,
49 there has been a significant decrease in vaping incidents due to a climate change within the
50 school, about vaping.

1
2 Ms. Galante suggested that the Governor's ban on vaping has also helped. She said that students
3 who are caught vaping have a choice of a three-day suspension or they can attend the diversion
4 program offered by Youth and Family Services but most of the kids choose the suspension.

5
6 Ms. Guay asked if there could be some type of hybrid program implemented where the student
7 would have to take the diversion course.

8
9 Ms. Galante said that there is no way to make them go, it is very hard to enforce and currently
10 there is no in-house suspension program.

11
12 Ms. Guay asked how many students have been suspended so far this year.

13
14 Mr. Casey said that there have been five suspensions this year but only a total of three students.

15
16 Mr. Hudder mentioned that there have been several in-house suspensions but there are not enough
17 staff for an in-house program.

18
19 Ms. Galante said that there are not enough suspensions to warrant an in-house program.

20
21 Mr. Sills asked if BHS Leadership could reach out to Ms. Heidi Porter, the Director of the
22 Bedford Board of Health for further conversation about an in-house program.

23
24 Ms. Galante said she would be willing to do that to see if they could bring a program into the
25 school.

26
27 Ms. Santiago pointed out that the School Committee Policy (2005) does not address vaping and
28 thinks this would be an easy addition and something to consider.

29 30 31 **7. Superintendent Search Update**

32
33 Ms. Santiago briefed the School Committee members on the latest update on the Superintendent
34 Search and had the following items:

- 35
36 ○ Focus groups are ongoing – so far two in Bedford with teachers and faculty members and
37 one upcoming in Boston
38
39 ○ Over 150 responses to the Online Survey
40
41 ○ We have received fifteen applications to date which have been sent to the consultant
42
43 ○ Majority of applications tend to come in on the last week and we still have one more
44 week before application deadline

45
46 The Superintendent Search, Screening and Interview Committee has been chosen and the
47 the list of the seventeen members is as follows:

48
49 *Marianne Vines, Director of Special Education, chair*

50 *Helen Pulizzi, community member and recent BHS graduate studying education, vice chair*

1 *C. Allison John, community member and parent, secretary*
2 *Lori Alper, community member and parent*
3 *Beth Benoit, Davis School Principal*
4 *Dan Brosgol, School Committee member and parent*
5 *Jillian Butler, Bedford High School teacher*
6 *Jessica Colby, Davis School Vice-Principal*
7 *Anne Caron, community member, parent and educator in another school district*
8 *Ryan Doucette, Bedford High School student and Hanscom Air Force Base resident*
9 *Alicia Linsey, Director, K-12 Guidance*
10 *Vincent McGrath, John Glenn Middle School teacher, community member and parent*
11 *Akil Mondesir, METCO Director and parent*
12 *Erin Atfield Quinlan, community member, parent and school administrator of a charter school*
13 *JoAnn Santiago, School Committee member and parent*
14 *James Sunderland, Bedford High School teacher*
15 *Gloria Tsai, community member and parent*

16 Ms. Santiago stated that the group has already had their first meeting for training and orientation
17 and that they are ready to start reviewing the first group of resumes. She mentioned that there are
18 two nights reserved for the School Committee to review the finalists, which will be no more than
19 two candidates per meeting. Ms. Santiago suggested that would mean that there could be up to
20 four finalists or if there were more, then another meeting would have to be scheduled. The School
21 Committee members agreed that there should be a total of between three and four finalists.

22 23 **8. Health and Wellness Policy**

24
25 Mr. Sills said that the policy has taken into account the feedback and suggestions made to the
26 Director of Athletics and Wellness, Mr. Keith Mangan. There were no questions from the School
27 Committee.

28
29 Mr. Brosgol made the following motion:

30 **MOVED: That the School Committee vote to approve the updated Health and Wellness**
31 **Policy.**

32 **MOTION SECONDED by Ms. Scoville**

33 **MOTION APPROVED: 5-0-0**
34

35 **9. Superintendent's Report**

36
37 Mr. Sills started with a brief overview of the current situation with the Coronavirus, which so far
38 has had two potential cases in New Hampshire and none so far, in Massachusetts. He said that
39 quite a few of our community members have travelled back and forth to China and that we should
40 all stay alert. Mr. Sills went on to say that, the planned Chinese New Year celebration has been

1 postponed and may be cancelled because it is a large event and it may not be worth taking such a
2 chance.

3
4 Mr. Sills said that the Portrait of Graduate work is moving forward and the Subcommittee is
5 working very hard taking all of the input from meetings and has identified the most frequently
6 discussed student characteristics and attributes. They are now creating the final designs to go
7 back out to the community for response and he plans to have the final presentation complete by
8 the March 11, 2020 School Committee meeting.

9
10 Mr. Sills asked the Assistant Superintendent of Schools, Dr. Tricia Clifford to speak about the
11 Literacy Task Force.

12
13 Dr. Clifford talked about her recent request of people to participate in the Literacy Planning
14 Committee. Dr. Clifford said that she, Dr. Jennifer Rabold, Literacy Program Administrator for
15 grades 6-12 and Ms. Andrea Salipante, Literacy Program Administrator for grades K-5 had all
16 attended a "Keys to Learning" seminar on "How to Create a Literacy Plan in your District". She
17 said an email went out to staff to ask for participants for a committee of 25 to help create the
18 Literacy Plan, which will include but is not limited to:

- 19
20 o Best Practices
21 o Assessments
22 o Achievement Gaps
23 o Professional Development
24 o Global Literacy Plan
25 o School Improvement Plans
26 o K-5/6-12 CORE for Literacy
27 o Scheduling and Resources

28
29 Dr. Clifford said that the committee will break out into 8 subgroups and continue to meet until
30 they have the final plan in place which she intends to have ready to roll out for the beginning of
31 the 2020-2021 school year.

32
33 Mr. Sills said that he had a great meeting with the Finance Committee as he presented the
34 School's FY21 Budget Proposal. He said that it was well received and that it is being taken under
35 advisement at this time. He mentioned that the Ms. Julie Kirrane, the Director of Finance is
36 currently working on a mid-year budget review, which will give an end of year forecast.

37
38 Ms. Santiago commented that there would be a change for the end of February's School
39 Committee meeting due to scheduled interviews that will conflict with the date of the meeting.

40
41 The School Committee thanked Mr. Sills and Ms. Kirrane for their work on the FY21 Budget.

42
43 Mr. Sills talked about the implementation of cameras that will be added to some of the buses with
44 longer routes, which includes the Bedford to Boston school buses. He said this comes at a time
45 when there is also some parent interest in having cameras inside of the schools. Mr. Sills said that
46 a task force would be formed to look further into this in the spring.

47
48 Ms. Guay asked which bus routes would be considered the "longer rides" that would be fitted for
49 cameras.

1 Mr. Sills said that he would share the specifics in a message to the community.

2
3 Ms. Kirrane talked about the technology. She said that it is a DVR system and each is bus
4 specific. The DVR will hold about three weeks of footage before it loops and that it has the
5 ability to blur for privacy protection.

6
7 Ms. Guay mentioned that a policy would have to be implemented.

8
9 Mr. Morrison said that he agrees that there should be a policy on capture, storage and destruction
10 of the videos.

11
12 Ms. Santiago asked if the cameras would have facial recognition and asked if the drivers would
13 also be filmed.

14
15 Ms. Kirrane said that they would not have the capability of facial recognition and they are mainly
16 being used to film the safety of the students but the software does track speed and also has a
17 route-tracking log.

18
19 **10. Minutes**

20 Mr. Morrison made the following motion:

21 **MOVED That the School Committee approve the minutes from the December 17, 2019**
22 **School Committee meeting as amended.**

23 **MOTION SECONDED by Ms. Guay**

24 **MOTION APPROVED: 5-0**

25
26 **11. Adjournment**

27 Ms. Guay made the following motion:

28 **MOVED: Motion to adjourn at 9:20 p.m. not to reopen.**

29 **MOTION SECONDED by Mr. Brosgol**

30 **MOTION APPROVED 5-0-0**

31 **Mr. Brosgol Yes**

32 **Ms. Santiago Yes**

33 **Ms. Scoville Yes**

34 **Ms. Guay Yes**

35 **Mr. Morrison Yes**

36
37
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40 
41 **School Committee Secretary**

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43
44
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Date

BEDFORD SCHOOL COMMITTEE
January 28, 2020
Exhibits/Documents

- Job Descriptions
 - Director of Information Services
 - Network and Server Engineer
- 2020-2021 District Calendar
- BHS Program of Studies
- Health and Wellness Policy
- Minutes December 17, 2019