

**BEDFORD SCHOOL COMMITTEE**  
**February 23, 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 Mr. Pierce, Mr. Hafer and Mr. Brosgol. Ms. Guay was absent.

**2. Comments from Public**

None

**3. Personnel Report**

None

**4. Budget Hearing**

Mr. Sills opened the public budget hearing at 7:35 p.m. He reviewed the budget process explaining that the budget is created by the Superintendent, Finance Director, and Administrative Team. It is then reviewed and approved with a vote by the School Committee. This budget is then presented to the Finance Committee and included in the FY'17 budget at Town Meeting.

Mr. Sills reported that the School Committee voted that the FY'17 total school department budget should be \$37,343,398 which is a 3.50% increase over the FY'16 budget. The budget number will be adjusted to \$37,710,703 which include the School Nurses, who were previously part of the Board of Health budget.

Mr. Sills presented a chart of historical budgets going back to 2002.

Mr. Sills explained that this budget accounts for adding 3.95 FTEs to Special Education staff, instructional coaching, curriculum leadership and clerical support. Half of the cost to add these positions will be offset by a 1.45 FTE reduction in staff.

Mr. Sills noted that the major cost centers of the budget are:

- Salaries 80.24%
- Instructional materials 6.56%
- Regular & Special Ed Transportation 5.16%
- Out-of-district placements/tuition 15.40%

The drivers for these increases include:

- Social Emotional/Behavioral needs
- Increasing kindergarten enrollment (along with a short term decline at the high school)
- Modest program improvements
- In-house special education impact on the out-of-district budget

Mr. Sills said the budget for Davis School is built on nine kindergarten, first grade and second grade classes. However, the kindergarten census data is larger than expected. Therefore, Mr. Sills has asked the Finance Committee to set aside money (on reserve) in case another kindergarten class is needed. He also asked for the cost of another modular classroom to be reserved (\$120,000) in the capital article in case this is needed.

Mr. Sills said non-personnel improvements include professional development (\$20,000), STEM (\$21,000), Ipads for Davis, Lane and Middle School (\$56,809) and a fitness equipment upgrade at JGMS (\$2,000).

Mr. Sills estimates that cost savings from in-house special education programs is approximately \$3,000,000. He estimates that offsets to be used in FY'17 will be \$2,744,242. (He noted that School Committee created a Fund Balance Policy Statement to help manage offset usage.)

No School Committee members had further questions or concerns about the budget. There were no public questions or comments either.

The Open Budget Hearing closed at 8:00 p.m.

Mr. McAllister thanked Mr. Sills and Mr. Coelho for conducting a very efficient budget process this year. He was pleased that the School Committee was able to present a very clear and data driven budget presentation to the Finance Committee.

Mr. Sills thanked Mr. Coelho for his hard work creating the budget and reworking the numbers.

### **5. Superintendent's Report**

Mr. Sills reported that Mr. Coelho and Mr. Alani (Facilities Director) are working on a RFP for a Feasibility Study for Lane School. Three options will be presented to the public. The Space Needs Committee will meet after this presentation and vote on an option to recommend to the School Committee at the March 1, 2016 meeting.

Mr. McAllister thanked Mr. Sills and the Space Needs Committee for working under such a tight timeline.

Mr. Sills also announced that Mr. Turner has accepted the Principal position at Newton North High School. He said it would be a "great loss" to Bedford but a great professional opportunity for Mr. Turner. The replacement process will begin today. He will establish an Interview Committee and will be sure to ask staff, parents and students for important attributes of a principal.

### **6. Liaison Reports**

None

### **7. Minutes for Review**

The School Committee agreed to review the minutes at the next meeting.

### **8. Adjournment**

Mr. Brosgol made the following motion.

**MOVED: Motion to adjourn at 8:40 p.m., not to reopen.**

**MOTION SECONDED by Mr. Hafer**

**MOTION APPROVED: 4-0-0**

**Roll Call Vote:**

<b>Mr. McAllister</b>	<b>Yes</b>
<b>Ms. Guay</b>	<b>Absent</b>
<b>Mr. Brosgol</b>	<b>Yes</b>
<b>Mr. Pierce</b>	<b>Yes</b>

**Mr. Hafer**

**Yes**

\_\_\_\_\_  
School Committee Secretary

\_\_\_\_\_  
Date

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**Exhibits/Document**

- FY'17 Budget Presentation for Public Open Hearing