

1. BEDFORD SCHOOL COMMITTEE
March 10, 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, and Ms. Scoville. Ms. Guay was delayed a few minutes and arrived at 7:35 p.m. There were no student representatives present this evening.

2. Comments from Public

None

3. Superintendent Search

Ms. Marianne Vines updated the School Committee about the Superintendent's Search. Ms. Vines said that the 17 member Superintendent Search Committee had identified four finalists out of twelve candidates for Superintendent.

The four finalists are:

- Philip Conrad, M. Ed., Principal, Andover High School
- Frank Hackett, Ed.D., Superintendent, Braintree Public Schools
- Nan Murphy, M. Ed., Leader, Statewide Systems of Support Assistance, MA Department of Elementary and Secondary Education, and former Administrator, Lowell Public Schools
- Anthony Parker, M. Ed., Principal, Weston High School

Ms. Santiago thanked the Superintendent Search Committee by name and gave special thanks to Ms. Vines who chaired the committee.

Ms. Vines said that the members of the Superintendent Search Committee were a great team to work with and thanked the School Committee.

Over the period of the next two weeks, each candidate will visit the district. Bedford Cable Access Television will live stream the candidate meetings for the community. The final interviews will be conducted at the end of March and the public will be welcome.

Mr. Brosgol made the following motion:

MOVED: That the School Committee accept the following four candidates as finalists to interview for the position of Superintendent of Schools for Bedford Public Schools, Bedford MA

- Philip Conrad, M. Ed.
- Frank Hackett, Ed.D.
- Nan Murphy, M. Ed.

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- Anthony Parker, M. Ed.

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

4. Planning Board – Accessory Dwelling Units (ADUs)

The members of the Bedford Planning Board met with the School Committee to discuss Warrant Article 22 for Zoning Bylaw Amendment to amend Section 4.2.9 and related references elsewhere in the bylaw, to allow detached Accessory Dwelling Units as well as other housing issues of common interest.

Ms. Catherine Perry, Assistant Planner of the Bedford Planning Board led a presentation to the School Committee to discuss the zoning amendment. The original proposal was voted on at a prior Town Meeting and did not meet the two-third required majority to pass.

Some of the housing needs that were discussed included housing for a higher senior citizen population, fixed incomes, and residents with special needs. She noted the shortage of downsizing opportunities and smaller homes available in the community.

The proposal would allow detached ADUs allowing for neighbor input on detached units.

The Planning Board with notice to the abutters would require a site plan review. There would be a 15-foot side setback and a 20-foot rear setback, which has been increased from 15 feet.

The parking requirement for the ADUs will be reduced to only one space.

The Planning Board suggested that the people who will benefit most from the zoning amendment would be:

- Empty nesters looking to downsize and have rental income
- Homeowners needing care to age in place
- Homeowners who wish to create an apartment for a young adult or a senior relative who may require care
- Renters who compete for a limited supply of small or moderate priced dwellings.

After the presentation, the Chair of the Planning Board, Ms. Jacinda Barbehenn invited the School Committee members to ask questions.

Mr. Brosgol asked what the projection in the next few years would look like and wondered the result of the impact of new students. He is concerned that families may come with the idea of fitting into a smaller space.

Ms. Amy Lloyd of the Bedford Planning Board responded by saying that the ADU is defined as a small independent living unit and that the average size is 1000 square feet.

Ms. Santiago noted that it would not likely add to the student population according to her research of online data.

Mr. Jeff Cohen, member of the Bedford Planning Board said that he thinks that the student population could increase whether from an ADU or a larger home built on the same property and that student increase is hard to project.

Ms. Perry said that there would be a maximum of two bedrooms in an ADU.

Mr. Brosgol asked how many parcels would be eligible considering conforming lots and wetlands.

Mr. Cohen said that all proposals would be reviewed and approved on a case-by-case basis.

Mr. Morrison asked if restrictions would carry over if a homeowner sells their property.

The members of the Planning Board said that the restrictions would carry over to the new owner.

Mr. Morrison thought the Planning Board sounded as if they were suggesting that very few of the ADUs would come to fruition and wondered how that would help.

Ms. Perry said that it allows for flexibility for the elderly and as an income property.

Ms. Guay said that she is thrilled to see this option. She voiced concern that the detached property could become an Air B & B.

Ms. Perry said that the town enforcement is very diligent.

Ms. Guay asked if there were any steps in place if there becomes a dramatic uptick in residents looking to build ADUs and if there is an annual limit.

Mr. Cohen that they would be surprised if there were a large group of applicants after reviewing data from other towns. They estimate no more than a 20 to 25% increase and only a handful of applicants each year. If necessary, they could go back to Town Meeting to amend and make any changes if necessary.

Ms. Scoville stated that it is not unheard of to have several children living in a two bedroom home.

Ms. Santiago asked if both the home and the ADU were not owner occupied, would the Landlord Tenant laws apply.

Mr. Cohen said that this would be an illegal zoning violation and it would be taken care by the Planning Board.

Mr. Brosgol asked the potential tax impact on four new ADUs.

Mr. Cohen said that it would depend on the assessment of the building, for instance, if the building were assessed at \$400K, then the tax would be around \$5,600.00 per unit in taxes.

5. School Choice Vote

Postponed until future meeting

6. Donation

- **Two (2) Books for Library – India Unveiled**
- **Bedford Cultural Council Donation to Ms. Jillian Butler**

Ms. Santiago presented two donations to the School Committee.

The first donation of two copies of “India Unveiled” by Mr. Ram and Mrs. Mithlesh Gupta from Carlisle. The donation was facilitated by Dr. Prem Kumar, Executive Director of the Indian American Foundation located in Seattle, WA, facilitated the donation.

Ms. Guay made the following motion:

MOVED: That the School Committee accept the donation of two copies of “India Unveiled” from Mr. and Mrs. Ram Gupta of Carlisle.

MOTION SECONDED by Mr. Morrison

MOTION APPROVED 5-0-0

The second is a \$460.00 dollar donation from the Bedford Cultural Council to support BHS Live to support the Americans with Disabilities Act.

Ms. Guay made the following motion:

MOVED: That the School Committee accept the donation of \$460.00 from the Bedford Cultural Council to support BHS Live.

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

7. Surplus of Tangible Supplies

Ms. Julie Kirrane asked the School Committee to dispose of tangible supplies worth less than \$10,000.00.

The items are outdated library books from Bedford High School Library, and a surplus of older iPads, which would be recycled and if possible, resold. Any revenue would go to the town to help with the baseline budget.

Mr. Brosgol left the meeting temporarily to return after the vote.

Mr. Morrison made the following motion:

MOVED: That the School Committee approve the disposition of the Surplus Tangible Supplies including outdated High School Library books and 589 Second Generation iPads

MOTION SECONDED by Ms. Scoville
MOTION APPROVED 4-0-0

8. Parent Diversity Council Presentation

Postponed until future meeting

9. Portrait of a Graduate Presentation

Mr. Sills gave a brief review of the Portrait of a Graduate presentation.

Mr. Sills spoke about the launch of the strategic planning process that he said was essential to do every four or five years to reflect the changing conditions in society and in the world of education. He said that this is to be sure that the schools are structured in ways to meet the needs of the present needs of students as well as their needs in the future.

Mr. Sills talked about the two phases:

- Phase I
 - A Portrait of a Graduate -The important skills, literacies and dispositions in which we would like all Bedford Public Schools graduates to leave with to prepare them for their lives going forward. This phase begins when the students enter kindergarten and continues until they graduate.
- Phase II
 - Once this has been determined, a smaller committee will do the work of drafting a strategic plan through backwards design, which outlines the outcome of what students will need to achieve to meet those goals.

The process included multiple forums that mentored students, families and educators. Words and terms that came up most frequently were recorded and then the Leadership Team weighed in with anything that may be missing to compliment the design. The head of the Art Department, Mr. Sean Hagan helped with the final design.

Two final designs have been chosen and will be presented to the community to help make the final decision.

A slide show of both designs was presented to the School Committee.

Mr. Brosgol was very impressed by the visual and the work that went into it.

Mr. Morrison thought there could be some small edits in the word placement.

Ms. Guay loved the visuals and thought it would be nice to create another model with different roles for those who will never graduation.

Ms. Scoville was glad to be part of this and said that she preferred the design with the darker contrast.

Ms. Santiago loves the compass imagery and liked that it seems to point students in positive directions.

The School Committee thanked Mr. Sills and will vote on the final design once it has been chosen.

10. Midyear Goals Update

Mr. Sills presented his Midyear Goals Update to the School Committee.

Goal 1- Coherent, Higher Order Thinking Curriculum/Student Centered Learning

- Primary districtwide goal focuses on literacy.
- Davis – Alignment of Integrated Studies with learning experiences developed by the Burlington Science Center
- Summer Work
- BEF grant purchase of weather stations
- All grades adopted units from MA Science Frameworks
- BHS began work on curriculum template focused on engagement
- Davis is piloting Lucy Calkins reader workshops.
- Lane and Davis – Readers workshop fully implemented and all Special Education teachers trained in Orton Gillingham
- BHS and JGMS – Principals shared MCAS data with faculty and have addressed issues of urgency.
- New 6-12 Literacy PA and Assistant Superintendent introduced GRADE assignment in grades 6 through 9
- “I can” statements across departments
- Math and Science PA are collaborating to implement reading strategies

Goal 2- Equity, Diversity and Teaching all Students/Building Community

- Improve our inclusion practices
- Strengthen Data-driven Intervention Work
- Close achievement/opportunity gaps, diversify staff, promote integration
- Proactively address social and emotional issues, serving students with mental health needs
- Collaborative Professional Culture
- Long Term Planning, Communication and Community Support

The School Committee had some comments and questions.

Mr. Brosgol said that he is surprised by the reading and writing numbers and thanked Mr. Sills for his hard work.

Mr. Morrison said that he would be interested in learning more about the instructional coaches and what they do. If possible, he would like to see a presentation in the future.

Ms. Guay thinks that the literacy work that Assistant Superintendent Dr. Tricia Clifford has brought to the district is wonderful. She also suggested that there should also be a focus on economic diversity as well as ethnic diversity.

Ms. Scoville asked if Q5 planning was happening this year.

Mr. Sills said yes, the planning is happening this year and it will take place in the following year.

Ms. Santiago talked about one of the focus groups during the Superintendent search. She said that some parents including SEPAC asked about Lucy Calkins and if there is a plan to expand it to the Davis School

Dr. Tricia Clifford responded and said that the Literacy team presented to the Bedford SEPAC and answered their questions recently. She said that Lucy Calkins is a pilot program in grade 2 at Davis and that they are still doing work looking into this.

Mr. Sills added that because it is a pilot program it does not necessarily mean that it will go forward. He said that some parents had concerns about dyslexia and that dyslexia screening has been added which has influenced how we provide services to students.

Ms. Santiago asked that consideration of the public health crisis due to the Covid-19 Corona virus would be considered before METCO Director, Mr. Akil Mondesir and Mr. Sills moved forward on their trip to Mississippi.

Ms. Guay said that she did not think that the trip last year had any success. She said that she would like to encourage a trip to Hartford, CT.

Mr. Sills said that there are more positions to fill this year.

Ms. Santiago asked about the Davis Library Windows and Sliding Glass Doors section of the library, which is the section that recognizes diversity. Ms. Santiago asked why this is a section of the library instead of throughout the library.

Mr. Sills thought this was a good question and said that he would look into this further.

11. Personnel Report

The School Committee postponed voting on all out of state or out of country field trips due to the declared state of emergency by Governor Baker.

ACTION ITEMS:

Out-of-State / Overnight Field Trips:

Justine Flora	Nashville, TN	BHS
	DECA National Championship	
	April 29th through May 3, 2020	

Justine Flora, along with students and parents, are requesting School Committee's Approval to attend an overnight field trip to Nashville, TN, on April 29 through May 3, 2020. The competition is being held at the Music City Center in downtown Nashville.

Approximately three students will be competing in their category for the national championship. This annual event takes place when students win their individual state competitions.

Chaperones will consist of parents, Justine Flora and James Sullivan from Tewksbury, MA.

There is no cost to the school.

Due to the current state of emergency declared by Governor Baker, the School Committee decided to postpone a vote on the DECA National Championship field trip until the next School Committee meeting.

Jamie Nolan	Alexandria, NH	Lane
	Mt. Cardigan AMC Lodge	
	June 3rd through June 4, 2020	

Jamie Nolan, along with Rob Ackerman and other staff members, are requesting School Committee's Approval to attend an overnight field trip in Alexandria, NH, on June 3 through June 4, 2020. This will be held at the Mt. Cardigan AMC Lodge on Shem Valley Road.

Approximately 10 Fifth Grade students have been invited through the Boston Bedford Outdoor Connection. This will provide an opportunity to foster connections, strengthen bonds and build an authentic community between Boston and Bedford.

There is a \$10 cost to the pupil.

Approximate cost to the school will be \$180 for lodging and meals, as well as \$415 in other costs.

Due to the current state of emergency declared by Governor Baker, the School Committee decided to postpone a vote on Mt. Cardigan AMC Lodge field trip until the next School Committee meeting.

INFORMATION ITEMS:

Resignations:

Kari Lua	1.0 Special Education Teaching Assistant	JGMS
Stephanie Morris	0.6 Library Educational Assistant	BHS
	0.4 Academic Achievement Teaching Assistant	BHS

Michael St. Bernard	1.0 Special Education Teacher	JGMS
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Retirements:

Shahnaz Kushki	1.0 Special Education Teaching Assistant	JGMS
Jane Harvey	1.0 ELA (English) Teacher	BHS
Barbara Roketenetz	1.0 Special Education Teaching Assistant	JGMS

Appointments:

John Beevers	1.0 Network and Server Engineer	SW Wide
Michelle Calabro	0.6 Library Educational Assistant	BHS
	0.4 Academic Achievement Teaching Assistant	BHS
Brierley Holbrook	1.0 ESL Teacher for LOA	Davis
Casey Ondrus	1.0 Interim SPED Teaching Asst/Behavior Tech	Davis
Kelley Spiller	1.0 Interim SPED Teaching Asst/Behavior Tech	Davis

Transfers:

Andrew Goetschius	1.0 Special Education Teacher	JGMS
Erin Mawhinney	1.0 Special Education Teacher for LOA	Lane

Extracurriculars:

Taryn Curro	5 th Grade Challenge Day	Lane
Stacey Williams	5 th Grade Challenge Day	Lane
Lenore Zavalick	5 th Grade Challenge Day	Lane
Jean Mickle	School Garden & Chicken Coop Overseer	Lane
Linda Coviello	School Newspaper	Lane
Jean Mickle	Co-Student Government Advisor	Lane
Michael Fahy	Co-Student Government Advisor	Lane
John Espejo	Co-Talent Show Director	Lane
Katelyn McKinney	Co-Talent Show Director	Lane

- **Job Descriptions**
 - First Read JGMS Art Teacher
 - Lt. Job Lane Elementary School Art Teacher

The first reading of the JGMS Art Teacher and the Lt. Job Lane Elementary School Art Teacher job descriptions were postponed until the next School Committee meeting.

- **Director of Information Services**

Ms. Guay made the following motion:

MOVED: That the School Committee vote to approve the Director of Information Services Job Description as amended.

MOTION SECONDED by Mr. Brosgol

MOTION APPROVED 5-0-0

○ **Network and Server Engineer**

Mr. Morrison made the following motion:

MOVED: That the School Committee vote to approve the Network and Server Engineer Job Description

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

12. Superintendent's Report – Corona Virus Update

Mr. Sills told the School Committee that a School and Town Taskforce had been formed which is comprised of the following members:

- Ms. Sarah Stanton, Town Manager
- Mr. Taissir Alani, Director of Facilities
- Ms. Heidi Porter, Director of Health and Human Services
- Mr. David Grunes, Fire Chief
- Mr. Robert Bongiorno, Police Chief
- Mr. Jon Sills, Superintendent of Schools

Mr. Sills said that together they plan to work together to make the best decisions to protect the health and safety of the community. He said that the planning does include continuation of essential services for the community.

Mr. Sills mentioned that there the current information at this time identifies one family impacted by Covid-19 and one member has tested presumptive positive by the local testing by the Department of Public Health and by the state. He also said that there is one staff member who had been in contact with a person that tested positive for Covid-19 and that the staff member is now in quarantine.

Mr. Sills said that there was an earlier decision made to cancel all large meetings, both school and town. He said that any essential meetings would have to be arranged in small groups spacing people at least six feet apart.

Mr. Sills outlined some other cancellations as a precaution such as:

- High School Musical – has been postponed until possibly late May
- Ed Camp – teachers will work on remote learning plans
- Tenacity Challenge – has been postponed until possibly late May
- Trip to Ecuador – cancelled
- Vertical Concerts – postponed
- Tryouts for sports are still on at this time unless MIIA officially cancels

Mr. Sills said that these items would be reviewed going forward in two week intervals.

Mr. Brosgol said that he appreciates Mr. Sills' concern and that he is getting more concerned by the day.

Mr. Morrison asked about staff and student morale and if there was a contingency plan.

Mr. Sills said that some staff members are having a little anxiety but he thinks that it is ok overall and that it is also very much on the minds of students. Mr. Sills said that he had already requested that the IT department load laptops with VPNs for the business office and leadership and that he is taking steps to prepare for potentially working from home.

Ms. Guay stated that it seems that Corporate America is further ahead than local government.

Ms. Scoville stated that Mr. Sills is showing an even-keeled temperament, which she finds helpful to keep the public calm.

Ms. Santiago wondered if students would eventually have to learn remotely, are the school equipped to be able to provide Wi-Fi or hotspots if needed.

Mr. Sills said that currently there is a low-tech way to get started using the Gmail suite and that he is still awaiting results of the parent survey. He said they would then try to identify students who may need Wi-Fi or hotspots.

Ms. Santiago expressed her concern for students who participate in the free and reduced lunch program and wondered if there will be a way that we could provide them with lunches or backpacks with food items.

Mr. Sills said that this possibly could be done through Youth and Family Services or the Rotary Club, which would have to be organized through the school for confidentiality purposes.

The School Committee thanked Mr. Sills for the actions that he has taken in response to take care of the students, staff and community.

13. Minutes

Mr. Brosgol made the following motion:

MOVED That the School Committee approve the minutes from the January 16, 2020 School Committee meeting as amended.

MOTION SECONDED by Mr. Morrison

MOTION APPROVED 5-0

Ms. Guay made the following motion:

MOVED That the School Committee approve the minutes from the January 28, 2020 School Committee meeting as amended.

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0

Mr. Brosgol made the following motion:

MOVED That the School Committee approve the minutes from the February 11, 2020 School Committee meeting as amended.

MOTION SECONDED by Mr. Morrison

MOTION APPROVED 5-0

14. Adjournment

School Committee members unanimously canceled the Executive Session.

Mr. Brosgol made the following motion:

MOVED: Motion to adjourn at 10:20 p.m. not to reopen.


MOTION SECONDED by Mr. Brosgol

MOTION APPROVED 5-0-0

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



School Committee Secretary



Date

BEDFORD SCHOOL COMMITTEE
March 10, 2020
Exhibits/Documents

- Personnel Report for March 10, 2020

- Field Trip Requests
 - DECA Finals, Nashville TN
 - Mt. Cardigan AMC Lodge, Alexandria, NH
- Gift Letters
 - Two (2) Books for Library – India Unveiled
 - Bedford Cultural Council Donation to BHS Live
- Surplus of Tangible Supplies
- Job Descriptions
 - Director of Information Services
 - Network and Server Engineer
- Minutes
 - January 16, 2020
 - January 28, 2020
 - February 11, 2020