

BEDFORD SCHOOL COMMITTEE
May 19, 2020
Live Virtual Online Meeting using Zoom™ Audio/Video Conference Software

*** Due to the Covid-19 Crisis, this meeting was live-streamed over the internet using Zoom™ video/audio conferencing software in order to adhere with social distancing measures put in place by Governor Baker. This meeting was open to the public for live chat during Public Comment.*

1. Call to Order

At 7:30 p.m., Ms. Santiago called to order the meeting of the Bedford School Committee. Other members present included Mr. Brosgol, Ms. Guay, Ms. Scoville and Mr. Morrison; each member stated their name in a roll call attendance.

Ms. Santiago read Governor Baker's order from March 12, 2020:
Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this public hearing of the Bedford SC is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but the public can listen or view this meeting while in progress by accessing via the Zoom™ link on the meeting agenda or by streaming on Bedford TV. Members of the public attending this meeting virtually will be allowed to make comments if they wish to do so, during the portion of the hearing designated for public comment, by raising their hand in Zoom or by dialing *9 if they called in. All votes taken by this body shall be by roll call vote.

2. Public Comment

None

3. Personnel Report

Job Description – Second Reading

- Secondary Physical Education/Health Teacher

Mr. Sills reviewed the revised description of the Secondary Physical Education/Health Teacher. He noted that the job description has been updated to align so that the working days of the school year aligns with the Bedford Educator's Association contract.

Mr. Morrison made the following motion:

MOVED: That the School Committee approve the Secondary Physical Education/Health Teacher job description.

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

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

4. Term 3 and Term 4 BHS Grading Proposal

Ms. Heather Galante and Ms. Alicia Linsey gave a presentation for a carefully written Proposal for Handbook Change-T3/T4 and GPA Language for Bedford High School.

Ms. Galante noted that the proposal was written with consideration of input from staff and based on guidance put forth by DESE.

In the proposal:

- All students will be held harmless
- All students will receive a slight bump – universally applied to all students
- New materials most critical for student success in the next grade will be introduced
- Challenges faced by students and families during this time are taken into consideration
- Term 1 and Term 2 have more weight since students were learning in the classroom
- Term 3 will have more weight than Term 4 due to partial classroom attendance
- No final exams due to inability to monitor testing
- Students will be graded on Pass/Fail
 - Pass value 100%
 - Fail value 59%
- Community Service requirement waived for 2020
- Classes of 2021, 2022 and 2023 GPA will now include term 1 and term 2 of student's senior year
- Language added to school profile, student transcripts and counselor recommendations to indicate impact of pandemic
- 2020-2021 Common Application will provide students a dedicated space to elaborate on the impact of the pandemic, both personally and academically

The School Committee had some questions and comments:

Mr. Brosgol applauded Ms. Linsey and Ms. Galante for their hard work.

Mr. Morrison asked if the 3% of students who had failing grades in term three only had a failing grade in one subject. He also wondered if the percentage differed from other years.

Ms. Galante confirmed that the failing grades were only in one subject and this percentage is higher than most years.

Ms. Guay asked if there were students who were having trouble with MCAS and wondered if the Department of Education and Secondary Education would have any leniency towards these students given the current crisis.

Ms. Galante said that all student in the class of 2020 passed their MCAS exams. She said to date, there hasn't been any language added by DESE for the class of 2021.

Ms. Guay expressed her concern about the freshmen due to the mid-year exam counting as 10% of their grade.

Ms. Galante replied that 83% of all students had an 80% or better on their mid-term exams and that teachers are working with the remaining 17%.

Ms. Guay asked if Bedford students were impacted with the online AP exam that had taken place the previous weekend.

Ms. Linsey that Bedford students completed 260 exams successfully and she is waiting for more information. She noted that there were eight students who had trouble submitting their exams and may have to re-take them.

Ms. Scoville echoed Ms. Guay's concern for failing students. She believes individual outreach is important.

Ms. Scoville asked if there were any students taking an elective that started in January.

Ms. Galante said that the classes run for the full year. She mentioned that BHS does have two Hanscom students that came in later but the teachers and staff are working with them.

Ms. Santiago asked if there was an increase in the number of students seeking extra-curricular activities to demonstrate their leadership roles.

Ms. Linsey said that the numbers haven't had any significant change.

Ms. Santiago thanked Ms. Linsey and Ms. Galante for their work.

Mr. Morrison made the following motion:

MOVED: That the School Committee approves to amendment of the Bedford High School Handbook language for Term 3 and Term 4 Grade Point Averages

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

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

5. Senior's Last Week & Graduation

Ms. Galante discussed the senior's last week of school and plans for their graduation with the School Committee. She said that there is a subcommittee of parents of the graduating seniors that she has been meeting with as well as meeting virtually with senior class members as well.

Ms. Galante presented the following items that are underway for the senior class:

- Social worker has been brought in to help with any questions or concerns of graduating seniors
- Virtual meetings “face to face” with parents
- Implemented an “Adopt a Senior” letter writing program for seniors where they will receive 3 or 4 letters each from teachers and staff members
- Graduation signs to be delivered to each senior’s lawn by Ms. Galante in person as well as the BHS mascot
- BCAT will record footage of the deliveries
- Senior tribute video has been created
- Cap and gown drive through pick up/IPad materials drop off – staff will hand out the cap and gowns and cheer the students on as they come through
- Class officers have been highlighting all seniors on Instagram
- Virtual Awards ceremony
- Prom tentatively scheduled for July 22, 2020
- Reunion in November if prom is canceled
- Bedford Minuteman Tribute to Seniors

Ms. Galante went on to say that, the seniors have asked that graduation be postponed in hopes of a real graduation later on in the summer. She is hoping that this can happen in mid-August and would like the seniors to have a proper send off.

Mr. Brosgol asked if there were any legal implications enrolling in college for seniors if they do not graduate by a certain date.

Ms. Galante that the grades will be closed out by May 28 so that the students will be able to graduate by June 4, 2020.

Ms. Linsey said that Counseling will prepare transcripts at that time.

Mr. Brosgol asked if other towns were doing virtual graduations.

Ms. Galante said that some towns have already moved to virtual graduation, she feels more towns will move that way but hopes that Bedford will have a real ceremony.

Mr. Brosgol asked who would give the authorization for the ceremony if it were to be held at the Tsongas Arena.

Ms. Galante said that the City of Lowell and the Tsongas Arena would both have to consent.

Mr. Morrison asked if the necessary personal protective equipment would be available if the graduation happened in August.

Mr. Sills mentioned that the order is already in for FY21 and we should have the PPE mid-summer.

Ms. Guay asked them to consider only having the parents of seniors in attendance for graduation.

Ms. Scoville thanked Ms. Galante and Ms. Linsey for their work and making it special for the seniors.

Ms. Santiago echoed Ms. Scoville's remarks.

Ms. Galante thanked BCAT, the Bedford Minuteman, the Bedford Citizen and the community for all that they have done to help with the effort.

6. Bedford Charter Contract Amendment – Report Only (No Vote)

Ms. Julie Kirrane gave a brief report on the current 3-year contract between Bedford Public Schools and Bedford Charter Bus Company. Bedford Charter has agreed to an amendment for a reduction in cost during the months impacted by the COVID-19 shut down.

There were no questions by the School Committee.

7. Update on Out of District Tuitions

Ms. Julie Kirrane started her presentation to School Committee telling them that than an already complex area has been precipitated by current situation of the pandemic. Attorney Colby Brunt of Stoneman Chandler and Miller, LLP and Ms. Marianne Vines, Director of Special Education were also in attendance.

Ms. Kirrane's letter outlined that DESE's guidance on out of district tuition states that all contracted services should be paid in full because remote learning plans are in place. The district may not be eligible for Circuit Breaker funds otherwise. She said that the most significant issue for Bedford is the invoicing of tuition for residential placements when all but one Bedford student in residential placement, is home during this crisis. The students who are now home are in remote learning.

Ms. Vines and Ms. Kirrane composed a letter to the DESE Commissioner of Education, Mr. Jeffrey C. Riley and Mr. Gary Lambert of the Operational Services Division in hopes that the DESE and OSD could provide further guidance.

Ms. Guay disclosed her involvement with several of the schools involved before she asked any questions. She asked if the letter was an idea only out of Bedford or if it was a discussion being had by other districts.

Attorney Brunt said that Ms. Kirrane and Ms. Vines approached her for advice. She said that a similar approach was happening within other districts. Attorney Brunt said that Ms. Vines and Ms. Kirrane were most concerned with ensuring the continuity of services for students through the closure while also being fair with the out of district placements. She said that the plan is to change the billing and not the placement. We are currently paying for services not delivered.

Ms. Guay is concerned that it may cause a problem for students.

Ms. Vines said that she was in the process of reaching out to families.

Ms. Kirrane said that steps are being taken conservatively as not to cause any legal consequences and that the goal is to do the best thing for the students and the families.

Ms. Guay asked if the district would ask for a credit for all IEPs since the services are not being performed.

Ms. Vines confirmed saying that Bedford can claim Circuit Breaker for all in-district services and that they are still looking into how to move forward with the residential portions.

Ms. Guay asked if families brought their residential students home or if they were sent home by the school.

Ms. Vine said that there were two students brought home by families and four students were sent home by the schools.

Ms. Guay asked if Bedford continues to make 688 referrals; also, if there have been any decisions on the Extended School Year program.

Ms. Vines stated that 688 referrals are continuing during the closure and noted that we may be looking at remote ESY.

The School Committee agreed that there was no need for further signatories on the letter.

8. Continuing Salaries Resolution and Vote

Mr. Sills asked the School Committee to amend the resolution to extend salary payments not to include day subs, to the end of the school year. The original resolution was to end on May 4, but due to Governor Baker's decision to close schools until the end of the year, Mr. Sills is seeking an extension to continue salaries through the end of the school year.

Mr. Brosgol and Mr. Morrison support this extension.

Ms. Guay asked if this was under the guidance of the Department of Elementary and Secondary Education and the Governor. She also wondered if Mr. Sills knew of other districts that were also paying staff through the end of the school year.

Mr. Sills stated that this resolution is under the guidance of DESE and the Governor; he also said that he is not aware of any districts that are not paying staff through the end of the year.

Ms. Guay, Ms. Scoville and Ms. Santiago said that they too support the pay extension.

Mr. Morrison made the following motion:

MOVED: That during the period starting March 16, 2020 to May 4, 2020 and extended to the end of the year, the Bedford Public Schools, subject to the approved FY20 budget appropriation, shall pay the regular wages for work days during the Closure Period to each employee of the Bedford Public Schools, excluding day substitutes, provided that each

such employee to be paid performs work to be requested or required by the employee's supervisor during the work days to be paid in the Closure Period. Nothing in this motion limits any rights that any employee may have to take vacation, sick, or personal leave during the Closure Period. Nothing in this motion limits any employer rights.

MOTION SECONDED by Mr. Brosgol

MOTION APPROVED 5-0-0

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

9. Delegation of Signing Authority to Vice Chair and Treasurer during Covid-19 Closure Period

At this time, signing authority has been delegated to only the School Committee Chair, Ms. JoAnn Santiago. Mr. Sills has asked to expand the signing authority to the Vice Chair and the Secretary of the School Committee to allow for more flexibility during the closure.

Ms. Scoville made the following motion:

MOVED That in order to facilitate the signing of contracts and memorandums of understanding during the COVID 19 closure period the School Committee authorizes and one of the following to sign said documents on behalf of the School Committee; the Chair, the Vice Chair or the Secretary

MOTION SECONDED by Mr. Morrison

MOTION APPROVED 5-0-0

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

10. Student Opportunity Act Submission

Dr. Tricia Clifford reviewed the Student Opportunity Plan for School Year 2021 – 2023 and the four commitment goals outlined in the plan:

Commitment 1: Focusing on Student Subgroups

Commitment 2: Using Evidence-Based Programs to Close Gaps

Commitment 3: Monitoring Success with Outcome Metrics and Targets

Commitment 4: Engaging All Families

Dr. Clifford would like to submit an application for the SOA.

Total Amount of Requested Funds for SOA: \$238,320.00

Mr. Brosgol believes there may not be any state funding for this, he asked if we would still proceed if we do not see funding.

Mr. Sills stated that the plan is needed more than ever but he is not sure if can be implemented until we are sure we can supplement the programs.

Mr. Morrison wondered if the anticipated .2 math interventionist for the Davis School was originally intended to be a .4

Dr. Clifford said that .2 is correct, there is no interventionist at Davis but there is already one in place at the Lane School.

Ms. Guay asked if the SOA funds could be used to help low income and disadvantaged students and if summer work could be built in for students who struggle.

Dr. Clifford believes that this may be something that can be done this year.

Ms. Guay asked if Dyslexia screening could be included in this plan.

Dr. Clifford explained that there are tools already in place and the implementation of some of the newer pieces of the program will help us to become more informed about these needs and shorten the time it would normally take to address them.

Ms. Scoville believes that data collection is a good way to meet the needs of individual students.

Mr. Brosgol made the following motion:

MOVED That the School Committee approve the submission of the Student Opportunity Act application for \$238,320.00 by the Bedford Public Schools.

MOTION SECONDED by Mr. Morrison

MOTION APPROVED 5-0-0

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

11. FY21 Anticipated Budget Deficit

Mr. Sill addressed the School Committee with details on the anticipated budget deficit for FY21. He said that the goal is to try reducing and scaling in places that have the least impact on the students.

- All Program Directors/Leadership are collaborating to scour budgets where they can
- Increased costs in FY21 for cleaning supplies, regularly 60K, anticipated 200-400K
- Fogging machines investment for classroom sanitizing

- Potential unplanned expenses for FY21
- Belt tightening without impacting teaching and learning
- Premature to share specifics

Mr. Brosgol agrees that this is a less than enjoyable job and he supports the efforts to do what is best for the students.

Mr. Morrison would not like to see any programs cut; he believes that once programs are cut they are less likely to be reinstated later.

Ms. Scoville agrees that programs should not be cut.

Ms. Santiago would like more information on the fogging machines and for any potential health risks for the safety of the students. She also asked if non-union staff members were offered an early retirement option.

Mr. Sills agreed that the early retirement option would be offered to non-union employees.

At 9:48 p.m., Mr. Morrison lost connection and returned to the meeting at 9:49 p.m.

12. Superintendent's Report

Mr. Sills said that he did not have a lot to add but did say that he has help from Representative Ken Gordon seeking funding for technology made available by the state.

Mr. Sills mentioned that the Bedford will also be getting some funds through the CARES Act III and he will meet with the town to see what portion will be given to the schools to use. We can also expect about 75% of funding from FEMA for cleaning supplies.

13. Minutes

Ms. Scoville made the following motion:

MOVED That the School Committee approve the minutes from the March 2, 2020 School Committee meeting.

MOTION SECONDED by Mr. Morrison

MOTION APPROVED 5-0-0

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

Ms. Scoville made the following motion:

MOVED That the School Committee approve the minutes from the March 10, 2020 School Committee meeting.

MOTION SECONDED by Mr. Morrison

MOTION APPROVED 5-0-0

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

Mr. Brosgol made the following motion:

MOVED That the School Committee approve the minutes from the March 17, 2020 School Committee meeting as amended.

MOTION SECONDED by Mr. Morrison

MOTION APPROVED 5-0-0

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

Ms. Scoville made the following motion:

MOVED That the School Committee approve the minutes from the March 19, 2020 School Committee meeting as amended.

MOTION SECONDED by Mr. Morrison

MOTION APPROVED 5-0-0

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


Ms. Scoville made the following motion:

MOVED: Motion to adjourn at 9:59 p.m. not to reopen.

MOTION SECONDED by Ms. Guay

MOTION APPROVED 5-0-0

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


School Committee Secretary


Date

BEDFORD SCHOOL COMMITTEE

May 19, 2020

Exhibits/Documents

- Personnel Report
 - Job Description – Secondary Physical Education Health Teacher
- Proposal for Handbook Change-T3/T4 and GPA Language Bedford High School
- Continuing Salaries Memorandum
- Class of 2020 Parent Meeting PowerPoint
- Letter to Riley Lambert
- Bedford Student Opportunity Plan
- OOD School Contracts
- Delegated Signature Memorandum
- Minutes
 - March 2, 2020
 - March 10, 2020
 - March 17, 2020
 - March 19, 2020