

BEDFORD SCHOOL COMMITTEE
October 6, 2015
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. Personnel Report

Mr. Sills reported that Samantha Provost, the preschool behaviorist, is on a three month leave of absence.

He also reported the following appointments:

High School Council Members:

Mina Rosecan

Lael Piehl

Dotty Blake

Larry Sheinfeld

Middle School Council Members:

Liz Cowles

Ryan Donaher

Jim Nagle

Mr. Sills asked the School Committee to approve the Lead Maintenance Tech job description that was presented at the last meeting.

Ms. Guay made the following motion:

MOVED: That the School Committee approve the job description for Lead Maintenance Technician as presented.

MOTION SECONDED by Mr. Hafer

MOTION APPROVED: 5-0

Mr. Sills presented the School Committee with a job description for an Assistant Network Administrator. He explained that this job description has been updated to be more reflective of the actual job. The job is now vacant. The School Committee reviewed it and agreed to vote on approving it at the next meeting.

Restraint Policy Update

Ms. Catherine Fortin, the new Out-of-District Coordinator, presented an overview of the new restraint policy recently developed by the DESE and due to be implemented in January 2016.

Ms. Fortin said that the policy is now very comprehensive and has extensive reporting procedures. Ms. Fortin does think that these changes are for the best because the policy is very clear and will help students and teachers be more successful.

Ms. Fortin pointed out that the new policy clearly defines physical restraint as an immobilization of any body part and guiding a student against his or her will. She said this is very different from the former policy. She also discussed the various types of restraint and which types are allowed and which are prohibited in a public school setting. Ms. Fortin said that no written individual behavior plan or IEP may include use of physical restraint as a standard response to any behavior. The new policy also outlines proactive steps that should be used to avoid restraint.

Ms. Fortin stressed the new reporting requirements. Any time restraint is used on a student, it must be documented and reported to the Principal and the parent. Injuries must be reported to the DESE. Also, running records must be kept and sent to the DESE at the end of the year. Data must be reviewed by the Principal on a weekly basis. The Principal also has to look at cumulative data each month on a school-wide level.

The School Committee all received a copy of the newly proposed policy to review.

Mr. McAllister thanked Ms. Fortin for the presentation and commented that there really are a lot of changes.

Mr. Hafer said that it sounds like there are a lot of recording and reporting requirements.

Mr. Pierce said that sometimes coaches hold back kids during sporting activities (such as a pile up on the field). Is this something that the coach would have to write up? Ms. Fortin said no, not if he did this for safety reasons such as stopping a fight from happening. Mr. Pierce said that this situation sounds like a gray area and he hopes adults will not hesitate to get involved because they fear the reporting requirements or not understanding the new policy.

Mr. Brosgol asked when the restraint policy was last updated. Ms. Fortin said she did not know exactly but it was a long time ago.

Ms. Guay said that she truly believes that this new policy will end up helping both students and teachers be more successful. She reminded everyone that it really will not apply to the majority of students.

Ms. Fortin agreed but she does expect that it will affect the elementary schools the most – especially on young children who have not yet been identified with any special education needs. She said that it is true that there is a lot more paperwork required but she expects that most people who will be doing this are the teachers and aids who already work in special education programs. These professionals already know the importance of collecting and reporting data.

Ms. Guay said the district needs to tell the parents about this new policy so they are prepared in case they suddenly start receiving a lot of reports and calls from the schools. Ms. Guay also noted that all teachers need to be aware of the changes too. Ms. Fortin agreed.

Mr. McAllister agreed with Ms. Guay's comments that it is very important that everyone is made aware of the policy change.

The School Committee agreed to review the new Bedford Public School policy (as a result of the new state policy) and will vote on accepting the policy at the next meeting.

4. Reappointing of School Attendance Officers

Mr. Sills explained that every year, the School Committee must vote to appoint Attendance Officers for the school year. Mr. Sills said that in the past, Building Principals, Assistant Principals, and the two School Resource Officers have been the official Attendance Officers. He recommends that the same people do it again this year.

Ms. Guay made the following motion:

MOVED: That the School Committee appoint the Principals, the Assistant Principals, and Officer Wardwell and Officer Waite to be the School Attendance Officers for the 2015-2016 school year.

MOTION SECONDED by Mr. Hafer

MOTION APPROVED: 5-0

5. Revote of the School Budget

Mr. Coelho explained that no revote of the school budget is needed this year.

6. District Goals Approval

Mr. Sills reminded the Committee that he presented the District-wide goals at the last School Committee meeting and that he would like a vote to approve them.

Mr. Hafer made the following motion:

MOVED: That the School Committee approve District Goals for the 2015-2016 school year as presented.

MOTION SECONDED by Ms. Guay

MOTION APPROVED: 5-0

7. Superintendent's Goals Approval

Mr. Sills also asked the School Committee to vote on his goals for the 2015-2016 school year. They were also presented at the last meeting.

Mr. Brosgol made the following motion:

MOVED: That the School Committee approve the Superintendent's goals for the 2015-2016 school year as presented.

MOTION SECONDED by Mr. Pierce

MOTION APPROVED: 5-0

8. Memorandum of Understanding with Hanscom Air Force Base

Mr. Sills explained that Hanscom Air Force Base has begun allowing non-active personnel to live on base. This means that if these families have high school aged children, Bedford will not get reimbursed for the cost to educate them at Bedford High School because the parent is no longer active in the military. The current agreement with the federal government specifies reimbursement will be for active military dependents only (and certain identified DOD contract positions).

Mr. Sills said he has met with the Town of Lincoln to discuss this issue and together drafted an agreement where Bedford will educate the high school students and Lincoln will pay. However, the agreement only covers the three students who are enrolled in Bedford High School. Both towns agree that no other students from retired military families will be allowed to attend Bedford schools. Mr. Sills said that it is imperative that the Federal government figure out the proper solution to this issue going forward. Bedford cannot educate students without impact aid. Mr.

Sills said that we do not want to set any precedence for educating nonmilitary personnel who live on base.

Mr. Hafer suggested that we need to communicate our position to the privately owned housing manager who runs the HAFB housing.

Mr. Pierce agreed and said it is clear that our responsibilities are to the students who come to us with impact aid. He also reminded everyone that Bedford does not get fully reimbursed for the students of active military families. The federal government does pay fifty percent and the state is supposed to cover the other fifty percent. However, we typically only get a portion of the state piece.

Mr. Pierce said he is going to vote no on the Memorandum of Understanding with the town of Lincoln. He said it has nothing to do with the students but with the fact that Bedford is not and has not been reimbursed in full for educating the students of Hanscom Air force base.

Mr. Brosgol made the following motion:

MOVED: That the School Committee approve the Memorandum of Understanding with the town of Lincoln as presented in tonight with the change from two students to three.

MOTION SECONDED by Ms. Guay

MOTION APPROVED: 4-1

9. ELL Growth and Needs

Mr. Sills reported that the district has 178 ELL students and several this year have come to our schools without any English at all. He would like to add a .6 ELL position to help with the demand for ELL services. He believes he can do this without adding any expenses to the budget given the fact that this year, the Title 1 funding is accurate. The Title 1 money will be used to pay for the Interventionist position at Davis thus freeing up funding to increase ELL.

Mr. Pierce asked how much money the district received for Title 1. Ms. Sallee said about \$90,000 increase. She explained that this money must be used to support low-income, struggling students. The money comes to us based on the numbers of free and reduced lunches.

Ms. Guay made the following motion:

MOVED: That the School Committee approve either adding or hiring an additional .6 ELL teacher with no effect on the 2016 school budget.

MOTION SECONDED by Mr. Hafer

MOTION APPROVED: 5-0

10. Capital Expenditure Update

Mr. Sills anticipates the need for four additional classrooms in the Davis, Lane and Middle schools. He explained that he submitted a Statement of Interest to the Massachusetts School Building Authority on three schools, with Lane being the priority. He had hoped that Lane would be renovated and ready in 2017.

However, Mr. Sills has since learned that the MSBA is much more restrictive than it used to be. And, the process is much more time consuming than he thought. The earliest a building could be ready would be 2019. He has also learned that MSBA will not support more than one building per town. Also, they will only accept 15 projects per year (out of approximately 100).

Given this information, Mr. Sills and the School Committee will explore adding on to Lane School without MSBA support. The Finance Committee agrees with this but would also like the Schools to consider other creative options using existing town space.

Mr. Sills said he is now going to move forward with the MSBA process for adding on to the Davis School, not the Lane. Therefore, at the upcoming Special Town Meeting, Mr. Sills will ask to repurpose the \$78,500 money set aside for a feasibility study towards moving forward with the Lane School project without state funding.

The School Committee agreed with this approach. Mr. Hafer said he would like to discuss/brain storm creative alternatives separately from this process.

Mr. Pierce said that the School Committee really needs to accurately incorporate what is happening in town to the enrollment projections.

Mr. Brosgol asked Mr. Sills for a modular update. Mr. Sills said initially we did not receive any responses to our RFP for one more modular for Davis School. However, the Facilities Department has since found a seller in Georgia where we could purchase a modular classroom for approximately \$200,000. So this is another option for the schools to consider.

Mr. Sills asked the School Committee to vote to change the Statement of Interest for the Massachusetts School Building Authority from Lane School to Davis School.

Mr. Brosgol made the following motion:

MOVED: That the School Committee agrees to change the current Statement of Interest with the MSBA from Lane School to Davis School.

MOTION SECONDED by Ms. Guay

MOTION APPROVED: 5-0

Mr. Sills said that FY'17 Capital budget will be updated due to a change in possibly financing additions to the Lane School without state funding support. He will also add place holders for the possibility of another modular. Mr. Sills said he will also add to the 2017 plan:

- *A new clock and bell system at the high school
- *Phase 2 of science exhaust fan at the high school
- *Video camera for Superintendent's office door
- *Wheelchair lift for press box
- * Point of sale equipment for Lane, JGMS and HS cafeterias

Mr. Sills said that the Information Technology plan will be updated to account for our underestimate of the cost of installing Epson Brite Lights boards rather than Smart Boards. All in all, the costs to use Epson is still approximately \$8,000 less than the Smart Boards. Mr. Sills noted that we will be slowing down the Smart Board replacements at JGMS and BHS to make up for this.

11. Superintendent's Report

Mr. Sills asked the School Committee to approve a field trip request for the music department to send a student to the National Honors Chorus festival in Nashville, TN. (Quite an honor for the student).

Mr. Pierce made the following motion:

MOVED: That the School Committee approve the field trip request for Nicole O'Toole to take a student to Nashville, TN for the National Honors Chorus festival on October 25 – 28, 2015 with funding to come from the music department budget.

MOTION SECONDED by Ms. Guay

MOTION APPROVED: 5-0

Mr. Sills reported that he asked State Representative Gordon to draft a bill that would have transportation companies who serve our homeless students bill directly to the state, rather than the towns.

Mr. Sills also reported that in November, the Board of Education in Massachusetts will vote on moving forward with PARCC testing or to remain with MCAS testing. He reminded the Committee about the Superintendents' Association position paper on the need for a new type of test and the need for a more thoughtful roll out. They did not however support either test as it exists today.

Mr. Sills announced that BHS will host a TedX event on October 17, 2015 which is open to the public. He noted that it is a student led event and that the speakers lined up sound very interesting.

12. Liaison Reports

Mr. Hafer mentioned he would be attending the next Fields Partnership meeting. He also pointed out the new lights on the football field.

Mr. Brosgol will be attending the Capital Expenditure Committee meeting tomorrow.

Ms. Guay is looking at the collaboratives to see if there is a way to be more efficient with services.

13. Minutes for Approval

Mr. Pierce made the following motion:

MOVED: That the School Committee approve the minutes of the June 22, 2015 School Committee meeting as amended.

MOTION SECONDED by Ms. Guay

MOTION APPROVED: 5-0

14. Future Agenda

Mr. McAllister would like to see some information on the School Committee policy on Revolving Accounts.

15. Adjournment

Mr. Pierce made the following motion.

MOVED: Motion to adjourn at 9:30 p.m.

MOTION SECONDED by Ms. Guay

MOTION APPROVED: 5-0

Roll Call Vote:

Mr. McAllister Yes

Ms. Guay Yes

Mr. Brosgol Yes

Mr. Pierce Yes

Mr. Hafer Yes

School Committee Secretary

Date

BEDFORD SCHOOL COMMITTEE

October 6, 2015

Exhibits/Document

- Presentation: Amendments to Physical Restraint Regulations and Program and Safety Standards
- Draft of Memorandum of Understanding with Bedford and Town of Lincoln
- Draft of minutes from the June 22, 2015 School Committee meeting