

BEDFORD SCHOOL COMMITTEE

MINUTES OF

June 9, 2009

1. Call to Order

At 7:30 p.m., Ms. O’Gara called to order the meeting of the Bedford School Committee. Other members present were Mr. Pierce, Ms. Seibert and Ms. Bickford. Mr. Hafer and Charles O’Connell, student representative, were not present.

2. Comments From Public

None

3. Personnel Report

Action Item

Dr. LaCroix asked the School Committee to approve the revised job description for the English Language Learner Coordinator. Dr. LaCroix explained that the current ELL Coordinator has resigned for personal reasons. Upon reviewing the job description, Dr. LaCroix realized that the job description should indicate that the ELL Coordinator is responsible for supervising the ELL Tutors. Therefore, the job description was revised to reflect this change.

The School Committee decided to follow regular practice and to vote on this new job description at the next School Committee meeting.

Information Items

Transfers

Liz Cowles .2 High School Math teachers to 1.0 Math teacher at JGMS
Julie Sutton Replacement Reading teacher to 1.0 grade 2 teacher at Davis.

Resignations

Christine Curry	Social Studies Teacher	High School
-----------------	------------------------	-------------

Appointments

Amy Cormie	.8 Kindergarten Teacher	Davis
Elena Muenzen	.6 Replacement English Teacher	High School
Jennifer Ferro	Replacement Social Studies Teacher	High School
John Welch	Replacement Social Studies Teacher	High School

4. Textbook Proposal

School Committee members reviewed online a new text for the Law 101 class at the High School. This class is offered to Juniors and Seniors. Dr. LaCroix explained that the text, available for review only online, is not the typical high school text book. However, the faculty feels that it does a good job covering the basic law principles and that it presents information at the correct high school level. Dr. LaCroix also noted that Sue Rozen, Reading Program Administrator, has reviewed the text and agrees that it is grade level appropriate.

Ms. Bickford said that the text looks like a college level text so she is pleased to hear that Sue Rozen has reviewed it.

Ms. Seibert said that it was interesting to read, despite its lack of pictures and other visual effects. She thought it used good examples and that it was at an appropriate reading level for the older high school student.

Mr. Pierce was impressed with the current case studies.

The School Committee decided to vote on the purchase of these texts at the next School Committee meeting.

5. Capital Balances Discussion

David Coelho distributed the Capital Balance memo to the School Committee for review. A June 5, 2009 memo described the current balances available for return from current or completed capital balances. Mr. Coelho explained that the balance shown on the memo is actually a little less due to the fact that \$60,832.18 from the High School elevator project is also available for return. Mr. Coelho said that the final amount available for return is an estimate and that the number will be finalized in about one month.

Ms. Bickford asked if the Davis, Lane, and JGMS balances were building project balances. Mr. Coelho said yes, that these funds are available to use on building related items and do not go back to the town's general funds.

The School Committee discussed several items on the June 5, 2009 memo. After the discussion, Ms. Bickford suggested holding off on voting all of the balances in case there will be reductions in the Capital Budget. She did recommend releasing some of the funds and made the following motion:

MOVED: That the School Committee approve the return of previously approved capital funds to the town as follows:

High School Roof	\$48,374.12
Project #08-18 Lights	\$ 2,583.61
Project #08-20 Water Flow	<u>\$12,570.00</u>
Total	\$63,527.73

MOTION SECONDED by Ms. Seibert

MOTION APPROVED: 4-0-1

6. BHS School Improvement Plan for 2009-2010

Mr. Jon Sills presented the High School Improvement Plan for 2009-2010. He said that this plan was developed and endorsed by the High School Council.

He began the presentation by giving a quick review of the 2008-2009 school year. Highlights of the year include:

- Much department/interdisciplinary collaboration
- Commitment to the principle that all students will be active learners
- Commitment to the principle that all students will use higher order thinking
- Understanding By Design (UBD) will be the central focus of academic work
- School climate will be supportive, dynamic and creative.
- Best Practices in the classrooms are discussed

- The faculty learned about Executive Function Disorder
- The NEASC study is underway.

Mr. Sills is also proud of the success of the EXCEL program. Many students enrolled in this program have successfully moved up a level. He said this was especially effective with students of color. He complimented the staff for being so supportive and helpful.

Mr. Sills then laid out next year's goals.

I. Governance and Leadership

- Complete the NEASC self study.
- Continue to fully integrate school-wide expectations in to the school's culture.
- Continue to include student voice. Hopes to have BHS Live! Again and will again have students participate in the Principal's Advisory Council.
- Continue to find ways for department-based curriculum development.

II. Curriculum and Instruction

- Present graduation requirements proposal to School Committee.
- Further develop school-wide initiative on instruction, rigor and consistency.
- Expand best common instructional practices.
- Continue to address educational equity.
- Further the global curriculum focus. Some examples include building on the Global Voices course model, China studies, and continuing research on Mandarin language course.
- Modify Occupational Education to better align with 21st Century demands.

III. Assessment and Evaluation

- Implement plans for measuring student progress on school wide academic and social expectations.
- Review midterm and final policies. (There have been questions concerning how percentages affect final and midterm grades.)

IV. Human Resources and Professional Development

- Continue to learn how to service students with learning disabilities, ADD and Executive Functioning Disorder.
- Continue staff education on social-emotional issues and the impact on education.
- Help teachers help students – "Connection Reflections".

V. Student Academic Support

- Expand regular education and special education collaborative.
- Help regular education teachers help students meet IEP goals.
- Facilitate guidance counselor meetings with all students.
- Explore ways to strengthen a tolerant and empathic culture
- Implement new Transitions Program for the Middle School students coming into the High School next year.
- Promote sense of pride in the physical environment of school campus. (Mr. Sills was glad that this year's senior pranks did not harm the new facility.)
- Develop an honor code and other methods to address cheating.

Mr. Sills noted that a few items are not on the School Improvement Plan. He explained that he removed the following items not because they are not important but because there is no longer a deliberate focus on these goals. They are now part of everyday life at the High School.

- Service learning
- Summer reading
- Addressing specific needs of Hanscom students
- Student-centered technology
- RISE offering

The School Committee thanked Mr. Sills.

Ms. Bickford said that she was pleased that forty students “applied” for the Principal’s Council. She thought this was a terrific sign that the students feel that they have a voice in the administration of the school.

Ms. Bickford thanked Mr. Sills for his concern that the NEASC will be asking BHS to measure/demonstrate how the school is doing with regards to students meeting academic and civic expectations. She asked if he felt that we were meeting this goal.

Mr. Sills said yes, that the High School is mission driven but he feels that meeting civic goals will be very difficult to measure. He has simplified the language in the Mission Statement and will present it to School Committee for review. He has kept the same expectations. He is concerned that the NEASC self study will ask the School to measure how students are doing meeting these expectations and that this will be a very difficult thing to do.

Ms. Bickford asked for more information on the goal to increase special education and regular education collaborations. Mr. Sills explained that there is a need to keep track that regular education teachers participate in IEP meetings. He said many teachers do, but some do not.

Ms. Seibert said that she clearly sees that there is an effort to focus on the curriculum. She thanked everyone for all of the reflection that has been done. Mr. Sills agrees and said that the staff is great and participates in all of the reflective processes going on. Mr. Sills did clarify that the school is indeed focusing on curriculum but more importantly making sure students can access this curriculum.

Mr. Pierce commented that the self studies are indeed a continuing renewal process.

Mr. Pierce also asked if Mr. Sills expects a big change in the Graduation Requirements. Mr. Sills said no.

Dr. LaCroix said that the change in Graduation Requirements will be done on a rolling implementation and will only affect new classes.

Ms. O’Gara likes the honor code idea.

Ms. Bickford made the following motion:

MOVED: That the School Committee approve the FY'09- FY'10 BHS School Improvement Plan as presented.

MOTION SECONDED by Ms. Seibert

MOTION APPROVED: 4-0-1

7. Superintendent's Report

Dr. LaCroix reported:

- The NEASC report approved today by a unanimous faculty vote is a reflection on the strength of leadership at BHS.
- Dr. LaCroix thanked Mr. Sills for a great graduation ceremony. She especially enjoyed hearing the BHS graduate speak.
- Dr. LaCroix reminded the Committee that the JGMS Moving on Ceremony on June 17th at the High School.
- The closeout of the FY'09 budget looks like a reserve fund transfer will not be required.

Dr. LaCroix announced permanent appointments for 2009-2010 school year.

- Keith Magnan - Athletic Director is no longer an interim appointment.
- Colleen Irving and Christine Larimore will be the Math Program Administrators.

She also noted that there will be one more meeting for the year on June 16th.

7. Minutes for Review

Ms. Seibert made the following motion:

MOVED: That the School Committee approved the minutes of the February 24, 2009 School Committee as amended.

MOTION SECONDED by Mr. Pierce

MOTION APPROVED: 4-0

8. Future Agenda

Ms. Bickford asked if the School Committee will meet in July. Dr. LaCroix said maybe for a couple of mornings to sign documents, etc.

9. Adjournment

Ms. Seibert made the following motion:

MOVED: Motion to adjourn at 9:05 to Executive Session for contract discussions to reopen in open session.

MOTION SECONDED by Ms. Bickford

MOTION APPROVED: 4-0-1

Roll Call Vote:

Ms. O'Gara	Yes
Mr. Pierce	Yes
Ms. Seibert	Yes
Ms. Bickford	Yes

School Committee Secretary

Date

BEDFORD SCHOOL COMMITTEE

**EXECUTIVE SEESION
MINUTES OF**

June 9, 2009