

BEDFORD SCHOOL COMMITTEE
June 13, 2017
Bedford High School - Large Group Instruction Room

1. Call to Order

At 7:35 p.m., Mr. McAllister called to order the meeting of the Bedford School Committee. Other members present included Ms. Guay, Mr. Brosgol, Ms. Santiago and Ms. Scoville.

2. Comments from Public

None

3. Personnel Report

Mr. Sills asked for approval of field trip in September for AP students from AP Environmental and AP Spanish to travel to New York City on September 18-20, 2017 to participate in the WE Day celebration and to tour museums related to the courses. The cost of the trip is \$400 per student. WE Day is a celebration of youth making a difference in their local and global communities. It is a yearlong program that nurtures compassion in young people and gives them tools to create transformational social change.

Ms. Scoville made the following motion:

MOVED: That the School Committee approve the field trip for approximately 44 high school students (from the AP Spanish and AP Environmental classes) to travel to New York City on September 18-20, 2017 to participate in the WE Day Celebration at a cost of \$400 per student and no cost to the schools.

MOTION SECONDED by Ms. Guay

MOTION APPROVED: 2-1-2

(Mr. McAllister voted no. Ms. Santiago and Mr. Brosgol abstained)

Ms. Guay said she supports the field trip because of a recent presentation by high school students describing how beneficial the WE Day event in NYC was last spring.

Mr. Sills announced the following personnel items:

Transfer:

Michelle DellaValle will be the Special Education Program Administrator at Lane School (leaving the high school)

Appointments:

Ellen Smith	Building Sub	Lane School
Manjula Karamcheti	Guidance Program Admin	BHS & JGMS
Amanda Cincotta	.6 Special Ed Long Term Sub	Pre School
Keith Kinney	District Crisis Coordinator	K-12
Alison Breaux	Mentor Facilitator	K-12

Mr. Sills asked the School Committee to approve Lane School's parking lot design fees. TBA Architects is doing the design. He explained that this is the next step in the process. Payment will come from the \$300,000 approved at Town Meeting and will not exceed \$46,500.

Mr. Brosgol made the following motion:

MOVED: That the School Committee approve the design fees, not to exceed \$46,500, for TBA Architects for the Lane School parking lot design.

MOTION SECONDED by Ms. Scoville

MOTION APPROVED: 5-0

Ms. Scoville asked for assurance that the path between the bike path and the parking lot would still be created. Mr. Sills said yes.

4. Davis School Feasibility Study

Mr. Robert Jeffries and Mr. Justin Humphreys from TBA Architects made a presentation to the School Committee regarding possible expansion options at Davis School. They were charged with looking at adding on to the school to accommodate the increasing enrollment and the new special education programs now at the school. They also were charged with considering moving the preschool classrooms from the high school to Davis School which would open up space for high school usage or possibly usage by the Superintendent's office (from the middle school).

Mr. Sills explained that this would be a good time to consider moving the preschool since they need a fourth classroom and work is at the planning stage for the Davis School project. Moving the Superintendent's office to the high school would open up needed space at JGMS, especially when the large sized classes move up. Mr. Sills said that it also makes sense to have the Preschool at Davis School so that Ms. Benoit and staff can get to know the children and their needs.

Mr. Humphreys explained that TBA has reviewed the current Davis School and conducted a thorough utilization analysis using MSBA standards. The following conclusions were made:

- Many classrooms are adequately sized and used
- The classrooms that are not adequately sized have been identified – including the temporary modular rooms.
- MSBA guidelines state that specials should be offered two times a week. This does not happen at Davis due to the size of the rooms (and staffing).
- The gymnasium is bigger than needed (recognizes that this was a community decision).
- The cafeteria is too small.
- The library is now too small since much of the space has been reassigned for other use.
- Circulation in the building, especially during lunch time, is difficult. Teachers and students lose time in the classroom due to circulation issues (especially at dismissal).

The usage study also looked at codes, egress, and number of bathrooms required.

TBA also analyzed the space needs for the Preschool program, CASE, and LABBB at the high school. They concluded that the Superintendent's office could move into the preschool space at the high school and that JGMS would benefit from the newly open space with some reconfiguration.

Mr. Humphreys presented the site plans shared with the Building Committee:

Option 1

Expand Davis School with no preschool component. The goal would be to add four new classrooms, enlarge the cafeteria and library, add a music and multipurpose room and complete internal reconfigurations.

Option 2

Expand Davis School by 7500 square feet in order to accommodate the Preschool program. First floor expansion only.

Option 3

This is the largest expansion option and would add a second story and a new area "B" to the existing footprint. In addition to the Preschool space, a new music room, and SAIL classroom improvements would be included in this option.

Mr. Sills suggested to TBA that they include possibility of moving the CASE preschool to Davis too. Other consideration would be to improve bus boarding and parent pick-ups as well as adding more parking.

After reviewing the site plan options, the School Committee quickly raised the following concerns:

- The Davis School neighborhood has historically been against busses using the Candlewick Road exit.
- Is the DPW (and the community) ok with possibly losing the front baseball field at Davis?

Ms. Scoville said she is pleased to hear that there is thought in trying to improve the chaotic and slow dismissal process at Davis and to improve the circulation during lunch/recess periods.

Ms. Santiago asked if it was necessary to improve the corridor where the second floor stairs are. Mr. Humphreys did not think so because the hallway is already very wide.

Mr. Brosgol suggested that TBA align the analysis of what we want to do with long term projections. If we add the preschool to the Davis School project, it will surely cost a lot more than originally presented to the community.

Ms. Guay said that there is always talk at the state level that Massachusetts may require preschool. Therefore she thinks it is a good idea to consider moving the program to Davis School.

Mr. McAllister said that if the cost of the project doubles, it will be a difficult Town Meeting. He suggested that the School Committee needs to demonstrate that this change now will end up saving the town money in the future by avoiding having to add on to the high school and JGMS. He emphasized the importance of presenting well thought out arguments and documentation.

The School Committee asked that TBA end up with the following options:

1. Davis School expansion with a second story and a bigger cafeteria and alternatives
2. Davis School is expanded for the preschool with a larger 2 story wing with larger cafeteria and alternatives
3. Davis School is expanded to include the Preschool and CASE programs by building a 2 story wing plus another "B" wing and a larger cafeteria with alternatives.

5. School Lunch Policy

Mr. Coelho explained that the USDA and National School Lunch Program are requiring schools to have a written school lunch charge policy in place and to communicate such a policy to parents.

Mr. Coelho proposed a policy which outlines basic responsibilities. It also establishes parameters for negative lunch account balances and a process to collect or remedy balances.

The School Committee agreed to review the policy carefully and to bring back comments and edits and then take a vote to adopt it.

6. METCO Bus Proposal

Mr. Sills asked the School Committee to be aware that he is considering adding cameras on the METCO elementary bus. Mr. Sills said that while there are frequently challenging behaviors on all busses, the elementary METCO bus has seen escalating dangerous behaviors. The young students are having trouble regulating their behaviors on a long bus ride. The bus driver is often distracted.

Mr. Sills would like to add cameras and a monitor on the elementary METCO bus. He believes cameras will help pinpoint where the trouble is and that this information could be shared with families. The younger students do not know that there are consequences to their disruptive behavior and we rely on families to help implement consequences. Therefore, we need to be able to show the families the behaviors.

Mr. Sills has discussed the idea with METCO parents and he feels most families support the idea. He would like to do it as a pilot and only when needed. He would like to hear the School Committee members' thoughts about the proposed practice.

Ms. Scoville asked if someone would be actually viewing the tapes and would the "data" be discussed regularly?

Ms. Santiago asked about establishing policy around how long we keep the tapes. She also asked if other districts with METCO students use cameras.

Mr. Sills said that a policy would have to be created and he does believe that many other METCO districts do use cameras.

Ms. Santiago asked about using cameras on in town busses with behavior problems.

Mr. Brosgol asked about the cost. Mr. Sills said it would not cost a lot.

Ms. Guay said she believes the best way to deal with troubling behavior is to have a monitor. She does not see how cameras can help deter bad behavior. She suggests that we establish a policy that gives the schools the right to use cameras on any bus and it would be best not to single out just one bus. She also suggests using cameras for a finite period of time.

Ms. Santiago suggested having a policy for the right to use cameras on busses with long bus rides.

Mr. Sills agreed that monitors would be best but he said he cannot find the right people.

Mr. McAllister said he does not like the idea and is not convinced that we did enough work on finding an appropriate monitor – one that is trained to work with bad behaviors. He does not think cameras today will be a deterrent. He feels that more interventions are needed. He also

feels that cameras may open up more problems. However, Mr. McAllister said he would support Mr. Sills' decision.

Mr. Sills thanked the School Committee for their input.

Bridge Program at High School

Mr. Sills explained that there is a need to increase the staffing for the high school's Bridge Program. There are plans to have three students who are currently outplaced back to the high school into this program. This will save the school district approximately \$85,000 and be an appropriate placement for the students.

Mr. Brosgol made the following motion:

MOVED: That the School Committee approve the hiring of another Special Education teacher (1.0) and a Social Worker (1.0) at the high school and that the costs will be added to the FY'18 budget.

MOTION SECONDED by Ms. Guay

MOTION APPROVED: 5-0

Ms. Guay said student to teacher ratios are very important in this type of special education program and that the district needs to be careful when adding new students. The correct amount of personnel support has to be maintained. She asked for regular updates on our staff to student ratios in the special education programs. Mr. Sills agreed.

Mr. McAllister reminded the School Committee that adding staff does increase costs to the town and any staff added needs to be tied to student need.

8. Superintendent's Evaluation

Mr. McAllister conducted Mr. Sills' annual evaluation. Mr. McAllister explained that no one in the district is considered "exemplary" overall. He believes people can be "exemplary" against some standards, but not overall. There is always room to grow.

Mr. McAllister read Mr. Sills official evaluation. He said that he feels good about the evaluation as it thoroughly examined Mr. Sills actions on meeting standards and student goals. The evaluation also offered suggestions for future areas of discussion.

Mr. Sills thanked Mr. McAllister for the evaluation and would like to talk about the concerns raised at the Administrative Retreat this summer.

Members of the School Committee thanked Mr. Sills for his hard work, for representing the values of the town, for listening to the School Committee feedback, and overall doing a great job.

9. School Committee Meeting Minutes

Ms. Guay made the following motion:

MOVED: That the School Committee approve the minutes of the May 23, 2017 School Committee meeting.

MOTION SECONDED by Ms. Santiago

MOTION APPROVED: 4-0-1 (Mr. Brosgol abstained)

10. Adjournment

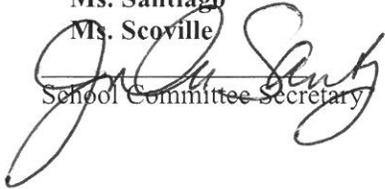
Ms. Guay made the following motion.

MOVED: Motion to adjourn at 10:50 P.M. not to reopen.

MOTION SECONDED by Ms. Santiago
MOTION APPROVED: 5-0

Roll Call Vote:

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


School Committee Secretary

10/9/17
Date

BEDFORD SCHOOL COMMITTEE

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Exhibits/Documents

- Draft of Minutes from the May 23, 2017 School Committee meeting
- Presentation: TBA Architects Davis School Feasibility Study