

BEDFORD SCHOOL COMMITTEE
January 8, 2019
Bedford High School – Large Group Instruction Room

1. Call to Order

At 8:45 p.m., Mr. Brosgol called to order the meeting of the Bedford School Committee. Other members present included Ms. Scoville, Ms. Guay and Mr. McAllister. Student Representative Samantha Gallant was also in attendance. Ms. Santiago arrived later in the evening.

2. Comments from Public

None

3. Personnel Report

Mr. Sills presented a field trip request by AP Spanish teacher Lisa Taub and French teacher Lisa Flannery. They are asking permission to take approximately 50 students to attend a service learning trip in Montreal, "WE DAY". Ms. Taub and students attended this event last year in New York City. The day focuses on fostering empathy and compassion while inspiring meaningful service language projects. The French students will have the opportunity to use the language in authentic situations. Mr. Mejia, high school Spanish teacher, will also attend. The cost per student is \$300.

Ms. Guay made the following motion:

MOVED: That the School Committee approve the field trip to Montreal for approximately 50 Spanish and French high school students to attend the WE DAY conference on February 8-11, 2019 at a cost of \$300 per student and no cost to the schools.

MOTION SECONDED by Ms. Scoville

MOTION APPROVED: 5-0

Mr. Sills announced the following personnel items:

- Victoria Rowe was appointed Special Education Teaching Assistant at the high school covering for a Leave of Absence.
- Tatjana Gorohovsky was appointed Special Education Teaching Assistant/Behavior Technician at the Lane school.

4. Gift of Microscope

Mr. Sills reported that Lantheus Medical Imaging would like to donate an Olympus BX60 Microscope to the high school Science Department. The microscope will be used primarily in the Biology department and would be an upgrade of imaging for the students.

Mr. McAllister made the following motion:

MOVED: That the School Committee accept the gift of the Olympus BX60 Microscope from Lantheus Medical Imaging for use in the Science Department at Bedford High School.

MOTION SECONDED by Ms. Scoville

MOTION APPROVED: 5-0

The School Committee members thanked Lantheus Medical Imaging for their generous donation and agreed to sign the Used Equipment Donation Agreement.

5. FY20 Budget Analysis and Discussion

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Mr. Sills presented an updated report of the FY20 budget request including the additional background information requested by School Committee members. Members had the opportunity to review this information prior to the meeting. Members did not have any questions.

Mr. Coelho presented each member a Budget binder which had the budget broken down by each school, the District as a whole, Special Education, Technology and Facilities. The School Committee members reviewed this budget line by line for the remaining of the meeting.

Mr. McAllister commented that he is pleased that Bedford schools use the revenue offsets against budget expenses that are similar in nature.

Mr. McAllister also pointed out that it is important to look at total percent increase over FY19 and the actual dollar increase. For example, there was an increase of 20% in art supplies at Davis School, but the actual dollar amount increase was \$500.

In the section regarding staffing changes, Mr. Sills discussed that ideally upon retirements, the district is able to save money in salaries by hiring less experienced teachers. However, our community expects Bedford Public School teachers to have seasoned skills. However, Mr. Sills noted that we do find some talented new teachers and have saved some money in salaries as a result.

Mr. Sills said the FY20 budget proposes to have two full time substitutes at each school. He hopes that this will improve our coverage rate. Mr. McAllister suggested that Mr. Sills also look at teacher absentee rates too. Mr. Sills said he does do this and is considering reducing staff pull-out days. Mr. McAllister suggested using the AESOP system for district and state-wide absentee/coverage data.

Mr. Coelho explained that he recently issued a bus transportation contract bid. Right now in the FY20 budget, he is using a five percent increase in transportation costs as a place holder while this process is underway. He said that Bedford Charter (and other bus companies) are having a hard time finding and keeping drivers. Mr. Coelho said that we have received bids from other companies besides Bedford Charter in the past. However, Bedford Charter has been our vendor for more than 40 years. School Committee members asked Mr. Coelho if the bus routes should be revised as a means to save money. Mr. Coelho explained that changing bus routes is very difficult to do. Ms. Guay said that maybe it is time to conduct a town-wide bus study to see if there are any opportunities to improve.

Mr. Sills explained that for FY20, the LABBB credit will be \$195,000. He explained the process and noted that this number needs to be confirmed over the next couple of weeks.

After reviewing the Technology budget, Mr. Sills explained that he is requesting to add a .4 Instructional Coach at the high school, to make the person currently doing this fulltime. This will be done by repurposing some of the positions in the STEP program. He also noted that the budget will be replacing 120 Ipad renewals with a purchase of 60 Chrome Books at JGMS. Chrome books are helpful for MCAS test taking.

Mr. Sills said that the Facilities budget will not be asking to add a new custodian for the Davis and Lane school at this time. The Facilities Department will be undergoing a town-wide review. Mr. McAllister said that Mr. Alani has done a remarkable job with the FY20 facilities proposal.

School Committee members decided to finish the line by line budget review at the next School Committee meeting on January 15, 2019.

6. Minutes

Ms. Guay made the following motion:

MOVED: That the School Committee approve the minutes from the November 27, 2018 School Committee meeting as amended.

MOTION SECONDED by Mr. McAllister

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

7. Adjournment

Mr. McAllister made the following motion:

MOVED: Motion to adjourn at 10:30 p.m., not to reopen.

MOTION SECONDED by Ms. Guay

MOTION APPROVED: 5-0

Roll Call Vote:

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



School Committee Secretary



Date



BEDFORD SCHOOL COMMITTEE
Jan. 8, 2019
Exhibits/Documents

- Used Equipment Donation Agreement from Lantheus Medical Imaging
- Superintendent's FY20 Budget Proposal Presentation
- FY20 Budget Binder
- Draft of the minutes from the November 27, 2018 School Committee meeting