

**BEDFORD SCHOOL COMMITTEE**  
**March 12, 2019**  
**Bedford High School – Large Group Instruction Room**

**1. Call to Order**

At 7:30 p.m., Mr. Brosgol called to order the meeting of the Bedford School Committee. Other members present included Ms. Santiago, Ms. Scoville, Ms. Guay, and Ms. Marquis, new School Committee member. Student Representative Samantha Gallant was also in attendance.

**2. Comments from Public**

None

**3. High School Presentation – Galapagos Trip**

Mr. Griffin and three students – Allison Milano, Zack Billouin and Emily Solecito – shared a video of their recent school trip to the Galapagos Islands. The students also presented slides highlighting their favorite moments from the trip. Favorites included hiking, observing animals, snorkeling and spending time together as a group. School Committee members thanked all for sharing the highlights of the trip.

Principal Galante was in the audience and thanked Mr. Griffin for his meticulous planning of these trips. She also thanked the teachers for giving up their personal vacation time to chaperone the trips.

**4. Personnel Report**

Mr. Sills asked the School Committee to approve several field trip requests.

Mr. Griffin is proposing a trip to Ecuador to explore the Andes Mountains and Amazon Rainforest in April 2020. Mr. Griffin hopes to have 24 students from grades 10-12 sign up for this trip to study plant and animal species in the Amazon Rainforest and Andes Mountains. The proposed cost is \$2,789 per student and no cost to the school department. Mr. Griffin, Ms. Erin Eggers, Ms. Michelle Pietrangelo and Mr. Carlos Caprioli will be the chaperones. The trip is organized and guided by Explorica Travel and guided by Explorica tour directors.

Ms. Santiago made the following motion:

**MOVED: That the School Committee approve an international trip for students in grades 10-12 to Ecuador on April 16-25, 2020 to explore the Andes Mountains and Amazon Rainforest to study plant and animal species at a cost of \$2,789 per student and no cost to the schools.**

**MOTION SECONDED by Ms. Scoville**

**MOTION APPROVED: 5-0**

Ms. Guay asked if Mr. Griffin was pleased with Explorica. He said yes and that he has been able to earn points with Explorica and will use these points for a scholarship for a student who wants to go but needs financial assistance.

Mr. Sills presented another international field trip request. Ms. Sarah Leshay and Ms. Beth Billouin would like to return to the Galapagos Islands in February 2021. It is a similar trip to the

one taken this year. The cost for each student will be \$4,243 and no cost to the schools. It will be open to 28 11<sup>th</sup> and 12<sup>th</sup> graders.

Ms. Santiago made the following motion:

**MOVED: That the School Committee approve the international field trip request by Ms. Leshay and Ms. Billouin to take 28 juniors and seniors to the Galapagos Islands on February 11-21, 2021 at a cost of \$4,243 per student and no cost to the schools.**

**MOTION SECONDED by Ms. Guay**

**MOTION APPROVED: 5-0**

Mr. Sills presented Mr. Griffin's annual Environmental Club field trip to Merck Forest and Farmland Center in Vermont. Students on this weekend trip learn about sustainable forest and farmland. The cost is \$100 per student and no cost to the schools. School vans will be used for transportation. Typically no more than 22 students attend.

Ms. Santiago made the following motion:

**MOVED: That the School Committee approve the field trip to Merck Forest and Farmland in Rupert, Vermont on April 26-28, 2019 for 22 high school students at a cost of \$100 per student and no cost to the school department.**

**MOTION SECONDED by Ms. Scoville**

**MOTION APPROVED: 5-0**

Ms. Coletta, Middle School teacher, is asking for approval for the annual 6<sup>th</sup> grade trip to Nature's Classroom at Camp Cody in Freedom, New Hampshire. This will be the 7<sup>th</sup> consecutive year that 6<sup>th</sup> graders go to Nature's Classroom in the fall to foster understanding of the environment and team build. All students will be invited to attend. Chaperones will be the 6<sup>th</sup> grade teaching team and teaching assistants. Cost is \$300 per student.

Ms. Santiago made the following motion:

**MOVED: That the School Committee approve the 6<sup>th</sup> grade overnight trip to Camp Cody in Freedom, NH on October 23-25, 2019 at a cost of \$300 per student and no cost to the school department.**

**MOTION SECONDED by Ms. Scoville**

**MOTION APPROVED 5-0**

Mr. Gunnar Olson, High School teacher and baseball coach is seeking permission to take 15-25 varsity baseball players to visit the Baseball Hall of Fame in Oneonta, NY on May 18-19, 2019. The team will also have a chance to play a game on historic Doubleday Field. Five chaperones will accompany the players and the cost will be \$250-\$350 per person.

**Ms. Guay made the following motion:**

**MOVED: That the School Committee approve the field trip by Mr. Olson for 15-25 Varsity Baseball players to travel to the Baseball Hall of Fame in Oneonta, NY on May 18-19, 2019 at a cost of \$250-\$350 per student and no cost to the schools.**

**MOTION SECONDED by Ms. Marquis**

**MOTION APPROVED: 5-0**

Mr. Sills asked the School Committee to vote on two job descriptions that were presented at the last meeting – "Program Administrator for Special Education Grades PreK-2" and "Out of District Program Administrator (PreK-12)"

Ms. Marquis asked if it is reasonable for one person to be responsible for Out-of-District placements for all students PreK through Grade 12. Mr. Sills said he believes we have someone who does have the capacity to do this. Ms. Guay said that the job is especially tricky because the Program Administrator is required to know the curriculum of the different schools, which can be very diverse.

Ms. Guay made the following motion:

**MOVED: That the School Committee approve the job description for “Program Administrator for Special Education Grades PreK-2” as presented tonight.**

**MOTION SECONDED by Ms. Marquis**

**MOTION APPROVED: 5-0**

Ms. Scoville made the following motion:

**MOVED: That the School Committee approve the job description for “Out of District Program Administrator PreK – 12” as presented tonight.**

**MOTION SECONDED by Ms. Santiago**

**MOTION APPROVED: 5-0**

#### **5. School Calendar 2019-2020**

Mr. Sills presented the proposed school calendar for the 2019-2020 school year. School Committee members pointed out that the table highlighting 2020 Holidays/Vacations needs to be corrected. They had no other concerns about the proposed start and end of school nor the vacation weeks and professional days.

Ms. Scoville made the following motion:

**MOVED: That the School Committee approve the 2019-2020 School Calendar as amended.**

**MOTION SECONDED by Ms. Santiago**

**MOTION APPROVED: 5-0**

Mr. Brosgol asked Mr. Sills to report on the data collected regarding the implementation of the district’s Religious Holiday practice. Mr. Sills agreed.

#### **6. EDCO Memorandum of Agreement**

Mr. Sills presented the School Committee with an updated draft of Articles of Agreement for EDCO. This agreement was created because Winchester withdrew from the EDCO consortium at the end of last year. The EDCO Board drafted this agreement and approved it to be effective on July 1, 2019. The changes made only involve clarifying Winchester’s liability.

School Committee members and Karen Dunn, a member of the town’s Finance Committee had a few questions about Bedford’s liability as a member of the EDCO consortium. Mr. Sills agreed to bring back more information.

#### **7. Superintendent’s Report**

Mr. Alani, Facilities Director, asked the School Committee to approve a Designer Services proposal from TBA Architects for the Design and Construction documents for the JGMS and

BHS building projects. The funding for this project was approved at the Special Annual Town Meeting in November 2018.

Ms. Santiago made the following motion:

**MOVED: That the School Committee approve TBA Architects for the Bedford High School and the John Glenn Middle School design, bidding, and construction administration phases of the project, in the amount of \$553,000 to be paid for from the funding source voted on at the November 2018 Special Town Meeting.**

**MOTION SECONDED by Ms. Marquis**

**MOTION APPROVED: 5-0**

Mr. Sills announced the Mr. Coelho, Director of Finance, will be leaving Bedford Public Schools after 16 years of dedicated service. He has accepted a job at Lexington Public Schools as the Assistant Superintendent of Finance. Mr. Sills said that the schools and the town owe so much to Mr. Coelho.

Mr. Sills reported that there are three very strong finalists for the Assistant Superintendent position. Each have met with him, the District leadership team and Program Administrators. The candidates will now observe some of our classrooms. Mr. Sills noted that the candidates are also finalists in other districts.

Mr. Sills said that Mr. Mondesir and Ms. Benoit's trip to the University of Alabama job fair did not result in any prospects for our district. Mr. Sills is discussing with the EDC ways to develop a pipeline within our own district to find and cultivate teachers of color. He will work with local colleges too.

Ms. Gallant, Student Representative, suggested that Bedford schools be mindful of recruiting teachers of colors with similar experiences to Bedford, avoiding "culture shock". Mr. Sills appreciated this thoughtful comment.

## **8. Minutes**

Ms. Santiago made the following motion:

**MOVED: That the School Committee approve the minutes from the January 29, 2019**

**School Committee meeting as amended.**

**MOTION SECONDED by Ms. Scoville**

**MOTION APPROVED: 4-0-1 (Ms. Marquis abstained)**

## **9. Future Agenda**

- Davis School update/occupancy certificates
- Consider possibility of a late bus arriving when athletic practices end
- Library usage
- Does it make sense to implement any user fees?

Mr. Broskol reminded the School Committee that Annual Town Meeting is March 25 and 26. Also, April 1<sup>st</sup> has been set aside for a third day of Town Meeting if needed.

Mr. Sills said that the Assistant Superintendent finalist will be at the March 18, 2019 School Committee meeting.

**10. Adjournment**

Ms. Santiago made the following motion:

**MOVED: Motion to adjourn at 8:52 P.M. not to reopen**

**MOTION SECONDED by Ms. Marquis**

**MOTION APPROVED: 5-0**

**Roll Call Vote:**

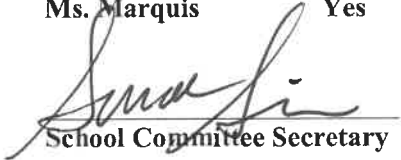
**Mr. Brosgol** Yes

**Ms. Santiago** Yes

**Ms. Scoville** Yes

**Ms. Guay** Yes

**Ms. Marquis** Yes

  
School Committee Secretary

4.23.19  
Date

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5.  
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### **Exhibits/Documents**

- Draft of “Program Administrator for Special Education Grades PreK-2” job description
- Draft of “Out of District Program Administrator PreK-12” job description
- Draft of School Calendar for 2019-2020
- EDCO Articles of Agreement effective 7/1/2019
- Draft of minutes from the January 29, 2019 School Committee meeting