

BEDFORD SCHOOL COMMITTEE

May 12, 2020

Live Virtual Online Meeting using Zoom™ Audio/Video Conference Software

*** Due to the Covid-19 Crisis, this meeting was live-streamed over the internet using Zoom™ video/audio conferencing software in order to adhere with social distancing measures put in place by Governor Baker. This meeting was open to the public for live chat during Public Comment.*

1. Call to Order

At 7:33 p.m., Ms. Santiago called to order the meeting of the Bedford School Committee. Other members present included Mr. Brosgol, Ms. Scoville and Mr. Morrison; each member stated their name in a roll call attendance. Ms. Guay was delayed several minutes and she joined the meeting at 7:36 p.m., also stating her name in attendance.

2. Comments from Public

None

3. K-5 Director of Student Achievement Presentation: Data Analysis and Tiered Intervention

The presentation has been rescheduled to June 9, 2020

4. Personnel Report

Resignations:

<i>Sumiko Miller</i>	<i>1.0 Special Education Teaching Assistant</i>	<i>BHS</i>
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Appointments:

<i>Kirstie Foley</i>	<i>1.0 Special Education Teacher</i>	<i>Lane</i>
<i>Michael Grassi</i>	<i>1.0 Social Studies Teacher for 1 year LOA</i>	<i>BHS</i>
<i>Thomas Tone</i>	<i>1.0 Mathematics Teacher</i>	<i>BHS</i>

Transfers:

<i>Ryan Kilian</i>	<i>1.0 Physical Education/Health Teacher</i>	<i>BHS</i>
<i>Lisa Morrison</i>	<i>1.0 Grade 6 Science Teacher</i>	<i>JGMS</i>

Job Descriptions:

- **First Read**
 - Secondary PE/Health Teacher
- **Second Read and Vote**
 - Davis K-2 Art Teacher

- Lane School Grades 3-5 Visual Arts Teacher
- Middle School Visual Arts Teacher
- High School Visual Arts Teacher
- Secondary Literacy Specialist

Ms. Scoville made the following motion:

MOVED: That the School Committee vote to approve the job description for a Visual Arts Teacher for the Davis School

MOTION SECONDED by Ms. Guay

MOTION APPROVED 5-0-0

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

Mr. Morrison made the following motion:

MOVED: That the School Committee vote to approve the job description for a Visual Arts Teacher for the Lane School

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

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

Mr. Morrison made the following motion:

MOVED: That the School Committee vote to approve the job description for a Visual Arts Teacher for John Glenn Middle School

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

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

Ms. Scoville made the following motion:

MOVED: That the School Committee vote to approve the job description for a Visual Arts Teacher for Bedford High School

MOTION SECONDED by Mr. Morrison

MOTION APPROVED 5-0-0

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

Mr. Santiago noticed some discrepancies in the consistency of the job descriptions.

Mr. Sills said that he would amend the Literacy Specialist job description to read 185 days.

Mr. Brosgol asked if this was a new position.

Mr. Sills said that it was not a new position, just a renaming of the position from Reading to Literacy and a change to reflect job duties.

Mr. Brosgol made the following motion:

MOVED: That the School Committee vote to approve the job description for the Secondary Literacy Specialist as amended.

MOTION SECONDED by Mr. Morrison

MOTION APPROVED 5-0-0

MOTION APPROVED 5-0-0

Mr. Brosgol Yes

Mr. Morrison Yes

Ms. Guay Yes

Ms. Scoville Yes

Ms. Santiago Yes

5. School Choice Vote

Mr. Sills reviewed the School Choice option to the School Committee. He noted that this is voted on annually and that Bedford typically does not take part in School Choice. He went on to say that, it is a statutory obligation and the vote is to determine whether students from other districts may attend Bedford Public Schools and it would allow Bedford students to attend schools that support School Choice in other districts.

Ms. Guay stated that she did not support School Choice last year, but has changed her mind due to the current economic climate and may be supportive of it this year.

At 7:48 p.m., Mr. Morrison lost connection.

Mr. Sills asked if the School Committee would like to move to the Superintendent's Report so that Mr. Morrison may take part in the School Choice vote. After the brief discussion, Mr. Morrison was able to re-join the meeting at 7:51 p.m.

The School Committee then began the vote.

Mr. Brosgol made the following motion:

MOVED: That the School Committee vote that the Bedford Public Schools elect not to participate in the School Choice Program for the 2020-2021 school year.

MOTION SECONDED by Mr. Morrison

MOTION APPROVED 5-0-0

Mr. Brosgol Yes

Mr. Morrison Yes

Ms. Guay Yes

Ms. Scoville	Yes
Ms. Santiago	Yes

6. School Calendar Revision: Last Day of School Vote

Mr. Sills reported to the School Committee that he has gone back and modified the 2019-2020 School Calendar based on the guidelines set forth by the Department of Education and Secondary Education (DESE)

- Schools should work through the 185th day unless the district did not participate in the April Vacation break, then it would be 181 days
- Last Day of School for students is June 18, 2020
- Last Day of School for teachers is June 19, 2020

Mr. Morrison asked if this also pertained to the high school since they were closed for an additional school day during the school year while the other three schools remained open.

Mr. Sills said that the guidelines indicated that snow days did not have to be added back in.

Ms. Santiago asked what affect this would have on the high school students who have exams on the final week of school.

Mr. Sills said that he would address that at the next meeting but there should be no impact on the students and that he is working on a grading proposal which will include how testing will be handled.

Mr. Morrison made the following motion:

MOVED: That the School Committee to approve a revision to the Bedford Public Schools calendar for 2019-2020 with the last day of school for students on Thursday June 18th , 2020 and the last day of school for teachers on Friday, June 19th, 2020.

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

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

7. Superintendent Contract Vote

Ms. Santiago briefed the School Committee with the following:

In late March, the Bedford School Committee selected Philip Conrad as our next Superintendent of Schools subject to the successful negotiation of a mutually agreeable contract of employment. Since that time, the SC has been negotiating with Mr. Conrad, and we now have a contract to put to vote.

The contract is for three years for the period July 1, 2020 through June 30, 2023 at a salary of \$200,000 with 25 days of paid vacation, 18 days of paid sick leave and three paid personal days per year.

As a point of interest for members of the community, in setting Mr. Conrad's compensation members of the School Committee researched compensation of superintendents who were new to the role and appointed over the last several years in districts similar to Bedford in both size and academic performance. The salary and benefits negotiated with Mr. Conrad are in line with these districts.

There were no questions from the School Committee members.

Ms. Santiago thanked everyone for their help in the process.

Mr. Morrison made the following motion:

MOVED: That the School Committee ratify a contract appointing Philip Conrad as Superintendent of Bedford Public Schools for the period July 1, 2020 through June 30, 2023.

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

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

8. Superintendent's Report: Covid-19 Related Remote Learning Update, Transition Planning, Budget Implications

Mr. Sills presented the School Committee with his remote learning update:

- Patience is wearing thin among parents with the new challenges they are facing
- Remote online engagement for students is high
- Data in two of the four schools shows that attendance is high
- Transition has been made from enrichment to essential skills at this time
- Each school is working with age and grade appropriate online learning and development
- Thinking forward for the transition into 2020-2021 re-entry, several scenarios
- Task Team has been formed and will be launched next to gather information and discuss health, safety and re-entry plans
- Currently looking into technology costs as well as modified instruction for potential needs in the fall

Budget Update

Ms. Julie Kirrane, Director of Finance reviewed the current budget and potential implications:

- Projecting a surplus balance – closure has a big impact, predominantly in operating costs
- Salaries will continue according to plan
- Paraprofessionals are contributing a large factor to the savings
- Expenditures happening on remote learning
- Revenue down due to school rentals, show and event cancellations

- Projected positive balance of \$605,989
- Salaries projected to end with a positive balance of \$39,189
- Operating Expenses (Goods) projected favorable balance of \$658,226
- Operating Expenses (Services) lower than anticipated
- Remote Learning costs only \$50,000 to date
- Out of District Tuition projected as budgeted
- Regular Transportation expected to pass on saving due to emergency closure
- Special Education Transportation continue to be above budget but some savings due to closures
- Offset Revenue is lagging by approximately \$50,000

Ms. Kirrane made some recommendations:

- Use budget surpluses to rebuild reserve accounts
- Conduct review of FY21 budget for necessary changes
- Identify areas of reduction in FY21 budget
- Work closely with Town in FY22 budget development in light of changing fiscal conditions

Mr. Sills asked about the surplus.

Ms. Kirrane said that the FY21 budget is reliant on new revenue and the Circuit Breaker transportation funding is the least likely to survive what is ahead. Most districts decided not to use it in FY21 but we decided to use some of the funds. She said the need to build reserves is our first priority.

Mr. Brosgol suggested setting the surplus funds aside and ask for less from the Town.

Mr. Morrison asked what the remote learning costs were in the amount of \$50K.

Ms. Kirrane said that the purchases consisted of Hot Spots, insurance for Chromebooks, Raz-Kids learning software and Lexia Learning software and licenses.

Ms. Guay asked if Ms. Kirrane had spoken to other Business Managers.

Ms. Kirrane said that she has been able to work with other Business Managers and it has been a huge help and that there is a tremendous amount of information and resource sharing.

Ms. Scoville mentioned that the Davis School already had remote learning in place and asked if the costs were for an increase for more students to use the software.

Ms. Kirrane said that some of the services have given free access but the cost to resume for the next fiscal year will have to be paid for.

Ms. Santiago thanked Ms. Kirrane. She noted that it has been a challenging first year for her and asked for a presentation once the books have been closed for the year.

Mr. Sills noted that the timeline for the new budget is projected to be around June 1, 2020.

Ms Guay asked if there was any word on 9C cuts.

Mr. Sills said that at this time there is no projected 9C cuts.

Ms. Guay asked if the Hanscom funding would be cut.

Mr. Sills said that he feels that this is a concern and that we may be vulnerable.

Ms. Santiago said she would like as much teaching and learning support as possible.

Ms. Guay stated that she feels that funding cuts will not be seen for another 12 months and that they will become apparent later on.

9. Adjournment

Mr. Morrison made the following motion:

MOVED: Motion to adjourn at 8:43 p.m. into Executive Session for the Purpose of Contract Negotiations, and as well as under M.G.L. c. 30A, sect. 21(a)(7) to comply with a general law, to wit, M.G.L. c. 268A, sect. 23(c)(2). Not to Re-Open

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

Mr. Brosgol Yes

Mr. Morrison Yes

Ms. Guay Yes

Ms. Scoville Yes

Ms. Santiago Yes



School Committee Secretary

7/2/20

Date

BEDFORD SCHOOL COMMITTEE
May 12, 2020
Exhibits/Documents

- Personnel Report
- Job Descriptions
 - Davis K-2 Art Teacher
 - Lane School Grades 3-5 Visual Arts Teacher
 - Middle School Visual Arts Teacher
 - High School Visual Arts Teacher
 - Secondary Literacy Specialist
 - Secondary Physical Education and Health Teacher
- Budget Update COVID-19 Impact