

BEDFORD SCHOOL COMMITTEE

December 21, 2021

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 7:02 PM, Ms. Scoville called to order the meeting of the Bedford School Committee. Other members present included Ms. Guay, Mr. Brosgol, Mr. Morrison, and Student Representative Prakhar Gupta

2. Public Comment

No comments

3. PR Report

Resignations:

Samantha Plumley	TA	Davis
Kayla Smith	TA/BT Preschool	Davis
Jacquelyn Johnson	TA/BT Sail	Davis
Katie Weinstein	Elementary Teacher	Lane

Retirements:

Deb Davies	1st Grade Teacher	Davis
Dan Niven	English Teacher	BHS

Appointments:

Taylor Fronk	1st Grade Teacher for LOA	Davis
Ken Budka	SPED TA for LOA	JGMS
Tova Margolis	Social Studies Teacher for LOA	BHS

Internal Transfers:

Alli Lua	SPED Teacher for LOA	Davis
Casey Ondrus	Grade 2 Teacher for LOA	Davis
Rachel Mark	SPED Liaison	JGMS

Substitutes:

Emily Echols	Per Diem Sub	District
Donna McEnery	Per Diem Sub	District
Thomas Greaney	Per Diem Sub	District
Julia Doucette	Per Diem Sub	District
Sophia Buonopane	Per Diem Sub	Davis

Brooke Shamon	Per Diem Sub	Davis
Eliza Francheska	Per Diem Sub	Lane
Norma Jamgochian	Per Diem Sub	JGMS

4. Gift Acceptance:

- **Bedford Minuteman Scholarship Fund**
- **Lueders Environmental Inc. Donation**

Mr. Conrad expressed his gratitude on behalf of the school district and the school committee for the generosity of monetary gifts/donations that were received from Lueders Environmental, Inc. in the amount of \$75.00 to be used in any way the district sees fit. Also received was a check in the amount of \$4,000 from Bedford Minuteman Scholarship Fund through to be used in supporting American Studies through the school libraries.

Mr. Brosgol made the following motion:

MOVED: That the School Committee votes to accept the \$75 gift from Lueders Environmental Inc.

MOTION SECONDED by Mr. Morrison

MOTION APPROVED 4-0-0

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

Mr. Brosgol made the following motion:

MOVED: That the School Committee votes to accept the \$4,000 donation from the Bedford Minuteman Scholarship Fund.

MOTION SECONDED by Mr. Morrison

MOTION APPROVED 4-0-0

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

5. CASE Capitol Fund Request

Mr. Conrad presented the following to the School Committee two proposals from CASE Collaborative. They would like to establish both a Capital reserve fund in conformance with the provisions of 603 CMR 50.07 (10) and a Capital Plan to address playground and multi-purpose room. As set forth in 603 CMR 50.07(10) Educational Collaborative may establish a capital reserve fund. The purpose is to support costs associated with maintenance and improvement of fixed assets that the Collaborative is unable to accomplish out of the operating budget. The Collaborative Board may use anticipated cumulative surplus to support a deposit to a capital reserve under the following conditions:

- Funds in a capital reserve account may be used only for the project or purpose for which the account was established.

- The establishment of a capital reserve shall be subject to the approval of 2/3 of the member districts. The request for approval must state the reason for the reserve and a limit on the balance that maybe held in the reserve.
- Deposits into and withdrawals from the capital reserve shall be proposed and approved through the Collaborative budget process. The Collaborative has a goal to provide equitable and accessible services to more students with varying disabilities. It is important especially for our population to have recreational space that all is accessible and inclusive.

Ms. Guay made the following motion:

MOVED: That the School Committee votes to approve the establishment of a CASE Collaborative Capital Reserve Fund

MOTION SECONDED by Mr. Brosgol

MOTION APPROVED 4-0-0

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

Ms. Guay made the following motion:

MOVED: That the School Committee votes to approve CASE Collaborative Capital Plan

MOTION SECONDED by Mr. Brosgol

MOTION APPROVED 4-0-0

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

FY23 Superintendent Budget Presentation-1st Read

Mr. Conrad read the proposed FY23 Superintendent Budget for School Committee. At the January 11, 2022 School Committee Meeting the budget presentation will go through each item line by line. Some of the highlighted topics are as follows:

FY23 PROPOSED BUDGET OVERVIEW

In 2022-23, the Bedford Public School district is projected to serve 2,581 students in preschool to grade twelve versus the 2,603 students enrolled in the current year. The FY23 Superintendent's proposed budget is \$45,157,090, and includes a \$1,527,051 increase, 3.5% over the FY22 budget of \$43,630,038 exclusive of any Covid-19 related expenditures. Salaries make up 83% of this proposed budget. The maintenance of effort / level-services budget comprises 3.2% of the 3.5% additional allocation to the schools, and the total request meets the Finance Committee's 3.5% Budget Guideline. As was done in FY22, and in a reduced but significant amount in FY23, \$200,000 in additional funds for extraordinary out-of-district tuition will need to be reserved.

FY23 Maintenance of Effort / Level Services Budget

The most significant ongoing investment by the Bedford Public Schools is in the people - teachers, instructional assistants, school and district leaders, and administrative, facilities, information technology support staff - who are essential to the district's teaching and learning and educational

infrastructure. Salaries makeup \$37,521,683 of the FY23 maintenance of effort (MOE) budget or 83% of operating budget costs. Operating expenses represent \$7,484,374, or 17%, of the FY23 MOE budget. For maintenance of effort / level services, salary expenditures increased by 3.6% over the FY22 budget while operating expenses increased less than 1% (0.9%).

Enrollment Basis

Enrollment projections for the 2022-23 school year are the basis for the school district's maintenance of effort budget. The FY23 Enrollment Projections by School and by Grade are included in the chart below. There has been decreased enrollment in both the FY21 and FY22 school years at the elementary level, with stability at the secondary level. Many school districts statewide have experienced similar changes. The district has incorporated this enrollment decrease into its projections for 2022-23. While a rebound in enrollment is possible, this will depend upon students moving into Bedford.

Special Education Transportation

Special Education transportation costs have decreased in the MOE budget by -19.9%. Significantly, the Massachusetts 2019 Student Support Act includes relief in FY23 for special education transportation costs reimbursed via Circuit Breaker. The implementation was delayed by one year due to the pandemic, but its phase-in began in FY22 with 25% of costs reimbursed and with 50% reimbursement in FY23. The final year of implementation will be FY24 when 75% of costs are expected to be reimbursed. Students' tuition and transportation costs combined must exceed the threshold eligibility for Circuit Breaker, so not all transportation costs are eligible, and students must be traveling to school outside of Bedford to be eligible.

6. Superintendent's Report

Mr. Conrad presented the following to the School Committee during his Superintendent's Report. Thanked the Bedford Minuteman Scholarship Fund and Lueders Environmental Inc. for their monetary gifts. Mr. Conrad spoke about the recent POMS vocal and instrumental concerts and encouraged everyone to look at the schedule for upcoming events and come out and support the students. Mr. Conrad also mentioned the Winter Room Party at Davis that was hosted by room 231 and that he was sorry to have missed it. Governor Bakers announced today a mask advisory. Meeting with the Commissioner will be held tomorrow. No information on what the subject matter will be. An update will be forth coming via Mr. Conrad's weekly newsletter.

7. Draft Minutes: Review & Vote

Mr. Brosgol made the following motion:

MOVED: That the School Committee votes to approve the minutes from November 23, 2021

School Committee meeting

MOTION SECONDED by Mr. Morrison

MOTION APPROVED 4-0-0

Ms. Guay Yes

Ms. Scoville Yes

Mr. Brosgol Yes

Mr. Morrison Yes

8. Adjournment

Ms. Guay made the following motion:

MOVED: Motion at 8:10 PM to adjourn not to re-open in Open Session.

MOTION SECONDED by Mr. Brosgol

MOTION APPROVED 4-0-0

Ms. Guay Yes

Ms. Scoville Yes

Mr. Brosgol Yes

Mr. Morrison Yes

Exhibits/Documents

Gifts from Bedford Minuteman Scholarship Fund

Gift from Lueders Environmental Inc.,

CASE Collaborative Capitol Plan 2022


Draft Minutes- November 23, 2021

Personnel Report

FY23 Budget Presentation



School Committee Secretary
CHAIR



Date

