

**BEDFORD SCHOOL COMMITTEE**  
**June 22, 2015**  
**Bedford High School - Large Group Instruction Room**

**1. Call to Order**

At 7:40 p.m., Mr. Hafer called to order the meeting of the Bedford School Committee. Other members present included Mr. Pierce, Mr. McAllister, Mr. Brosgol and Ms. Guay.

**2. Comments from Public**

None

**3. Personnel Report**

Mr. Sills announced the following:

*Resignations:*

Carolyn Taylor	Famco teacher	High School
Allie Bossman	Teaching Assistant	Davis
Renatta Leavitt	Teaching Assistant	Lane
Elysse Purchia	Teaching Assistant	Middle School
Gus Martins	METCO Bus/Advisor	Middle School
Vixen Peare	Foreign Language Teacher	Lane
Susan Muisse	Famco Teacher	High School

*Appointments:*

Kristen Enneguess	Kindergarten Teacher	Davis
Meagan Asp	Special Ed Teacher	Middle School
Kerry Alcott	Preschool Teacher	Integrated Preschool
Josefine Eriksson	Adjustment Counselor	Davis
Venus Ho	Library Educational Assistant	Middle School

Mr. Sills also explained that in the most recent contract negotiations with the Secretaries, the position of Administrative Assistant to the Director of Finance will be removed from the bargaining unit. This was done because all of the other administrative positions in the Business Office are not in the bargaining unit. Now, all Business Office personnel will operate under the same set of workplace rules and financial processes.

Mr. McAllister asked if there would be anymore positions being removed from the bargaining unit. Mr. Coelho said possibly the Special Ed secretary.

No vote is needed until the contract for this position has been created.

Mr. Sills asked the School Committee to vote on two job descriptions discussed in earlier meetings.

Mr. McAllister made the following motion:

**MOVED: That the School Committee approve the Teaching Assistant/Behavior Specialist – Special Education position as amended.**

**MOTION SECONDED by Mr. Pierce**

**MOTION APPROVED: 5-0**

Mr. McAllister made the following motion:

**MOVED: That the School Committee approve the job description for the Out of District Coordinator as amended.**

**MOTION SECONDED by Mr. Pierce**

**MOTION APPROVED: 5-0**

#### **4. Superintendent's Evaluation**

Mr. Hafer reported that he consolidated feedback on Mr. Sill's performance presentation given last week and he completed the required evaluation form.

In summary, Mr. Sill's received a "proficient" rating, based on the following:

- Students' learning goals are indeed moving in the right direction
- Practice goals are on track
- Good work on instructional leadership goal within and outside of the district
- Strong management of operations (Budget, hiring, etc.)
- Good job engaging the community

Ms. Guay praised Mr. Sills for a very strong year. She said that the mandated evaluation form is too limiting and does not allow the School Committee to go into detail on lots of things.

Mr. Pierce complimented Mr. Sills' transition from a Principal to a Superintendent. He believes that Mr. Sills pulled together a strong administrative team. He agrees that Mr. Sills did a great job pulling the community together when we faced a host of racist issues. He suggested that Mr. Sills spend more time in the elementary schools next year.

Mr. McAllister said it is amazing that Mr. Sills was able to pull together a budget that supported existing programs and moved forward with some new ones.

Mr. Sills thanked the School Committee for their constructive feedback. He hopes that next year he will do better especially in the area of spending more time in the elementary schools and less time on the budget.

Mr. Hafer said he feels that the budget process could become more efficient and will share some ideas on how to do this at the summer retreat. Other School Committee members agreed with this idea.

School Committee members discussed how social problems often become school problems. Mr. Pierce suggested having a public relations firm onboard to help work through sensitive community-wide issues. Mr. Sills said he wonders whether a PR firm would have an accurate read on the pulse of our community. He believes that the Principals are good sounding boards and partners with these types of issues. He also sees Marylou Sallee becoming very helpful in this role. However, Mr. Sills said he would look into this idea.

#### **5. Nurses Transfer from Town to Schools**

Mr. Sills said that at the Special Town Meeting, there will be a vote to transfer funds to cover moving the nurses from town responsibility to the schools' responsibility. The School Committee does not have to vote on this issue right now. However, he would like to be clear. The Schools are willing to take the nurses into the school department budget and control as long the funding comes over from the town to the schools.

Mr. Hafer agrees that overall it makes sense to incorporate the nursing staff but we do not want to run into financial issues related to this move. Mr. Hafer said that we do not want to cut schools

budgets to meet demands of nursing budgets. Mr. Sills agreed. He said that Rich Reed, Town Manager, will ask the Finance Committee to increase the FY'17 financial guideline accordingly.

School Committee members agreed that they are comfortable with moving forward with incorporating the school nursing staff into the school department as long as there are no financial surprises.

#### **6. Summer Purchasing Authority**

Mr. Coelho asked the School Committee to vote on purchasing authority for the summer months in order to expedite business.

Mr. Pierce made the following motion:

**MOVED: That the School Committee grant the purchasing authority for the summer as follows:**

<b>\$25,000 and above</b>	<b>School Committee Chairperson signs</b>
<b>\$10,000 - \$24,999</b>	<b>Mr. Sills, Superintendent signs</b>
<b>Up to \$10,000</b>	<b>Mr. Coelho signs</b>

**MOTION SECONDED by Mr. McAllister**

**MOTION APPROVED: 5-0**

#### **7. Superintendent's Report**

Mr. Sills reported that Bedford Public Schools did not receive any bids for the modular building required for Davis School. He said all vendors are involved in bigger projects. The plan is to go out to bid again but use a wider range of possible vendors. We will also look at using older modular. Infrastructure work will begin. However, Ms. Benoit, Principal of Davis School will look at alternatives if a modular building is not realistic.

#### **8. Liaison Reports**

Ms. Guay said that at the Community Partnership meeting, the school's new policy of not sending home non-school related information, was discussed. The hope is that BEST can step in and fill the void.

Ms. Guay also noted that BEF is looking for a new fundraising idea. They are looking into holding a casino night.

Ms. Guay said that Bedford Youth and Family Services is concerned about some of the senior traditions that happen in town (the unsanctioned events).

Mr. Brosgol reported that the Fields Committee is expressing an interest in possibly putting turf in B Field. He also reported inertia regarding the St. Michael's field.

Mr. Hafer noted that the Finance Committee will be meeting on June 27<sup>th</sup>, July 9<sup>th</sup> and August 13<sup>th</sup>.

#### **9. Minutes**

Mr. McAllister made the following motion:

**MOVED: That the School Committee approve the minutes of the May 19, 2015 School Committee meeting as amended.**

**MOTION SECONDED by Mr. Pierce**

**MOTION APPROVED: 5-0**

#### **10. School Committee Realignment**

Mr. Pierce nominated Mr. McAllister to be Chairman of the School Committee.

**MOVED: That School Committee nominate Mr. McAllister to be Chair of the Bedford School Committee for the 2015-2016 school year.**

**MOTION SECONDED by Ms. Guay**

**(Mr. McAllister accepted.)**

**MOTION APPROVED: 5-0**

Mr. Pierce nominated Ms. Guay to be Vice Chair of the School Committee.

**MOVED: That the School Committee nominate Ms. Guay to be Vice Chair of the Bedford School Committee for the 2015-2016 school year.**

**MOTION SECONDED by Mr. Hafer**

**(Ms. Guay accepted.)**

**MOTION APPROVED: 5-0**

Mr. Hafer nominated Mr. Brosgol to be Secretary of the School Committee

**MOVED: That the School Committee nominate Mr. Brosgol to be Secretary of the Bedford School Committee for the 2015-2016 school year.**

**MOTION SECONDED by Ms. Guay**

**(Mr. Brosgol accepted.)**

**MOTION APPROVED: 5-0**

#### **11. Adjournment**

Mr. Hafer made the following motion.

**MOVED: Motion to adjourn at 9:15 p.m. to Executive Session to discuss non-union employment contracts, not to reopen.**

**MOTION SECONDED by Ms. Guay**

**MOTION APPROVED: 5-0**

**Roll Call Vote:**

**Mr. McAllister                      Yes**

**Ms. Guay                              Yes**

**Mr. Brosgol                        Yes**

**Mr. Pierce                          Yes**

**Mr. Hafer                            Yes**

\_\_\_\_\_  
School Committee Secretary

\_\_\_\_\_  
Date

**BEDFORD SCHOOL COMMITTEE**

**June 22, 2015**

**Exhibits/Document**

- Job Description: Teaching Assistant/Behavior Specialist – Special Education
- Job Description: Out of District Coordinator
- Draft of May 19, 2015 School Committee meeting minutes