

BEDFORD SCHOOL COMMITTEE
September 23, 2014
Bedford High School - Large Group Instruction Room

1. Call to Order

At 7:30 p.m., Mr. Hafer called to order the meeting of the Bedford School Committee. Other members present included Mr. McAllister, Ms. Guay, Ms. Seibert and Mr. Pierce.

2. Comments from Public

None

3. Personnel Report

Mr. Sills asked for approval of several out-of-state field trips.

Chris Edris, JROTC instructor, has asked for permission to take 21 cadets from grades 11 and 12 to Highland Center in Crawford Notch, NH to build leadership and management skills. The date of the trip is November 7-9, 2014 and will be at no cost to the schools.

Mr. Pierce made the motion to approve the field trip.

MOVED: That the School Committee approve the field trip to the Highland Center in Crawford Notch, NH for 21 cadets on November 7 – 9, 2014 at no cost to the school.

MOTION SECONDED by Ms. Seibert

MOTION APPROVED: 5-0

Mr. Sills also asked the School Committee to approve the annual 8th grade trip to Washington DC. This will be the 39th year. The trip is organized by the same tour company, World Strides, and follows a similar itinerary as past years. The goal of the trip is to enhance the new 8th grade social studies curriculum and to provide a valuable culminating social experience for the eighth grade class. Mr. Sills noted that there are scholarships available to any student who needs financial help.

Ms. Seibert made the following motion:

MOVED: That the School Committee approve the field trip for the 8th grade class to travel to Washington DC on May 26-May 29, 2015 at a cost of \$725 per student and no cost to the school department.

MOTION SECONDED by Mr. Pierce

MOTION APPROVED: 5-0

The final field trip Mr. Sills presented was for 3 to 5 students to attend the National Association for Music Educations in Nashville, TN. Ms. Faulstich and Mr. Felker will also attend this professional conference and student music festival.

Ms. Seibert made the following motion:

MOVED: That the School Committee approve the field trip for three to five students to attend the National Association for Music Education Conference and Festival in Nashville, TN on October 26-29, 2014 at a cost of \$650 per student and no cost to the school department other than \$270 fee per chaperone which will come from the music department budget.

MOTION SECONDED by Ms. Guay

MOTION APPROVED: 5-0

Mr. McAllister suggested that the schools keep track of how many days a student misses school for field trips. He said it appears that music students tend to miss a lot of school. He feels that missing two days of school is a lot of time to miss. He does not want to set a precedent.

Mr. Sills announced the following:

Retirement

Rich Carson	ROTC	Bedford High School
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Transfer

Julie Phyllis	Food Service to Education Assistant	Lane to Davis
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Appointments

Shannon Orifice	.1 replacement dance teacher	BHS
Kristen Enneguess	Building sub	Davis
Sandra Terranova	Sub Food Service	System
Patricia Hazelton	Food Service	BHS
Michele Williamson	Food Service	BHS
Heather Smiles	Teaching Assistant	Davis
Brittany Stanley	Teaching Assistant (.7 to 1.0)	Lane
Cheryl Johnston	Teaching Assistant (1.0 to .7)	Lane

4. CSF Presentation

Mr. Ron Stewart, Board Member of Citizens Scholarship Foundation, the volunteer organization that helps Bedford students with college scholarships, presented to the School Committee. He was here to explain that this year, the CSF organization will be celebrating their 50th year helping Bedford students. He shared the history of the organization and the strong commitment the volunteers have to help Bedford students with scholarship funds.

Mr. Stewart explained that the organization started in 1965 when a group of local citizens came to together to figure out how to award scholarships to local students based on need and merit. Last year, the organization presented awards to 115 students and approximately \$2 million dollars over its 50 year history.

Mr. Stewart explained that most of the scholarship money is raised from a phone-a-thon which is made up of high school student volunteers. There are also 49 permanent scholarships worth \$850,000. The CSF group invests and distributes this money as well.

Mr. Stewart reviewed the plans for this special year . Events include a celebration with town members and councils on November 9th, a town-wide trivia night in January, and the March phone-a-thon. Mr. Stewart also thanked the Doubletree Hotel for hosting this year's ceremony. He noted that they donated everything – the room, the food, etc. Mr. Stewart also thanked Guilfus Printing for printing the brochure for the ceremony all these years.

Mr. Stewart also reviewed the timeline for students to apply. He explained that the application process happens in March. He also thanked the many reader volunteers who go through all the applications and help determine the awards.

5. Policy Approvals

Mr. Sills reminded the School Committee that he presented a revised policy at the last meeting regarding Internet, TV and Newspaper permission. He said that the major change in the policy is that the default will be a “yes”. Families will have to write a note if they do not want the schools to publish student work, names and/or pictures. Mr. Sills also noted that procedures at each school may differ and that each school will work out their own procedure.

Ms Seibert made the following motion:

MOVED: That the School Committee approve the proposed Internet, Newspaper, Television, Radio, and Periodical Release Form as presented this evening.

MOTION SECONDED by Ms. Guay

MOTION APPROVED: 5-0

Mr. Sills also asked the School Committee to approve the high school’s proposed policy for Breath Alcohol Testing. Mr. Sills presented the final version of the policy as presented at the last meeting. He noted that Principal Turner has since met with parents at a roundtable meeting and they all supported the proposed change. The policy allows for testing all students and at any school function. The Principal wants the flexibility that this policy allows so he can use this tool at random and possibly on all students if he deems necessary.

Mr. Pierce asked if the schools incurred any liability if someone is under the influence and is not detected with the alcohol breath test (and something bad happens.) Mr. Sills said he feels that if the schools were grossly negligent, then there may be some liability. He does not think the schools would be liable under any other circumstance especially if this tool is used in good faith and measure.

Mr. McAllister made the following motion:

MOVED: That the School Committee approve the Breath Alcohol Testing Policy as amended.

MOTION SECONDED by Mr. Pierce

MOTION APPROVED: 5-0

7. Revote of Budget

Mr. Coelho explained that as a result of revised salary and non-salary projections, inclusive of all personnel and payroll updates through the opening of the school year, there needs to be a revote of the FY’15 budget.

Ms Seibert made the following motion:

MOVED: That the School Committee approve the shift of \$32,461 from salary to nonsalary accounts in FY’15 as follows:

\$26,392,647 salary

\$ 9,263,907 non-salary

Total \$35,656,554

MOTION SECONDED by Mr. Pierce

MOTION APPROVED: 5-0

Mr. Coelho explained that the breakout takes into account all of the changes that were required for the additional kindergarten class for FY15. The \$32,461 is based on saving in hiring. The funds will be shifted to the School Committee reserve line item, but \$12,000 should be reserved

for the modular lease costs and \$15,000 in electricity and heating budgets due to increasing commodity and transmission costs.

8. Review of Capital Proposal

Mr. Coelho distributed a proposed capital plan for the School Committee to review. Mr. Sills reminded everyone that the town is now involved in creating a six-year capital plan so the town can develop new funding streams to meet these needs. The town believes that they have invested in buildings and that it makes sense to create a plan to maintain these investments.

Mr. Sills said that he is developing an enrollment study to help support this plan. But while this is underway, the plan will include adding one more modular building for Davis School for 2016. He also will plan for some modulars to be erected at Lane School. He is reserving \$1,700,000 for these possible plans.

Mr. Sills said he is also including technology replacements in the capital plan. Mr. Sills said maintaining technology and its required infrastructure is a matter of business today. In the past, building renovation projects funded technology. Now that these projects are complete the schools need to figure out funding for maintenance and replacement of its technology. Mr. Sills noted that iPads will not be part of the capital budget but will remain as part of the operating budget since they are leased and are considered a student tool, like textbooks.

The School Committee discussed the new Capital planning process. Mr. Hafer asked if the Capital Expenditure Committee would still review each desired project. Ms. Seibert said yes, that they would indeed have a role in vetting all of the projects. She expects that the process will be clarified.

9. Superintendent's Report

Mr. Sills said that the modular classrooms at Davis School are up and activated. He thanked the Facilities Department, Davis Principal, the Teachers, and the students for being so very flexible during the first few days of school. He thanked the School Committee too for making adjustments to the plan to get this project done.

Mr. Sills said that Dr. Jackson will present MCAS scores at the next meeting. He said Bedford did very well. Ninety-seven percent of the tenth graders scored either proficient or advanced in ELA and overall ninety-two percent of students in the district scored proficient or advanced in math.

Mr. Sills shared recent professional staff activity on the Evaluation System. He said every educator is involved in setting up professional goals and team goals.

10. Liaison Report

Mr. Pierce said he passed along School Committee comments on the Charter to the Charter Review Committee.

Mr. Hafer said the Fields Partnership is reviewing the proposed design of the St. Michael's land in context of the capital plan.

11. Minutes for Review

Ms. Seibert made the following motion:

MOVED: That the School Committee approve the minutes of the April 15, 2014 School Committee meeting as amended.

MOTION SECONDED by Mr. Pierce

MOTION APPROVED: 4-0-1

Mr. Pierce	Yes
Ms. Seibert	Yes
Mr. McAllister	Yes
Ms. Guay	Yes
Mr. Hafer	abstained

Ms. Seibert made the following motion:

MOVED: That the School Committee approve the minutes of the May 6, 2014 School Committee meeting as amended.

MOTION SECONDED by Mr. Pierce

MOTION APPROVED: 5-0

12. Future Agenda

No suggestions

13. Adjournment

Ms. Seibert made the following motion.

MOVED: Motion to adjourn at 9:30 p.m.

MOTION SECONDED by Mr. Pierce

MOTION APPROVED: 5-0

Roll Call Vote:

Mr. Pierce	Yes
Ms. Seibert	Yes
Mr. McAllister	Yes
Ms. Guay	Yes
Mr. Hafer	Yes

School Committee Secretary

Date

BEDFORD SCHOOL COMMITTEE
September 23, 2014
Exhibits/Document

- Draft of Capital Plan dated 9/23/2014
- Proposed Policy “Breath Alcohol Testing”
- Proposed Policy “Internet, Newspaper, Television, Radio and Periodical Release Form
- Draft of minutes from the May 6, 2014 School Committee meeting
- Draft of minutes from the April 15, 2014 School Committee meeting

BEDFORD SCHOOL COMMITTEE
Executive Session
September 23, 2014