

**BEDFORD SCHOOL COMMITTEE  
MINUTES OF  
April 26, 2011**

**Bedford High School – Principal’s Conference Room**

**1. Call to Order**

At 6:30 p.m., Mr. Hafer called to order the meeting of the Bedford School Committee. Other members present included Ms. Seibert, Ms. O’Gara, Mr. Pierce and Ms. Bickford.

**2. Adjournment**

Mr. Pierce made the following motion:

**MOVED: That the School Committee adjourn to Executive Session to return to open meeting.**

**MOTION SECONDED by Ms. Bickford**

**MOTION APPROVED: 5-0**

**Roll Call Vote:**

<b>Mr. Hafer</b>	<b>Yes</b>
<b>Ms. Seibert</b>	<b>Yes</b>
<b>Mr. Pierce</b>	<b>Yes</b>
<b>Ms. Bickford</b>	<b>Yes</b>
<b>Ms. O’Gara</b>	<b>Yes</b>

**3. Return to Open Session**

**Bedford High School – Large Instruction Room**

At 7:30, Mr. Hafer called to order the open session meeting of the Bedford School Committee. Other members present included Ms. Seibert, Ms. O’Gara, Mr. Pierce and Ms. Bickford. Ms. Ashley Nagy, student representative, was also in attendance.

**4. Comments From Public**

None

**5. Personnel Report**

Dr. LaCroix asked the School Committee to approve the job descriptions discussed at the last School Committee meeting.

Ms. Bickford made the following motion:

**MOVED: That the School Committee approve the Elementary Guidance Counselor position.**

**MOTION SECONDED by Mr. Pierce**

**MOTION APPROVED: 5-0**

Ms. Seibert made the following motion:

**MOVED: That the School Committee approve the Board Certified Behavior Analyst position.**

**MOTION SECONDED by Ms. Bickford**

**MOTION APPROVED: 5-0**

Ms. O’Gara made the following motion:

**MOVED: That the School Committee approve the Elementary Team Chairperson position.**

**MOTION SECONDED by Ms. Bickford**  
**MOTION APPROVED: 5-0**

Ms. O’Gara made the following motion:

**MOVED: That the School Committee approve the Secondary Team Chairperson position.**

**MOTION SECONDED by Ms. Bickford**  
**MOTION APPROVED: 5-0**

Ms. Bickford made the following motion:

**MOVED: That the School Committee approve the Teaching Assistant-Special Education position.**

**MOTION SECONDED by Ms. Seibert**  
**MOTION APPROVED: 5-0**

Ms. O’Gara made the following motion:

**MOVED: That the School Committee approve the Executive Assistant to the Superintendent of School position.**

**MOTION SECONDED by Mr. Pierce**  
**MOTION APPROVED: 5-0**

Ms. Bickford made the following motion:

**MOVED: That the School Committee approve the Administrative Assistant to the Assistant Superintendent of Schools.**

**MOTION SECONDED by Ms. O’Gara**  
**MOTION APPROVED: 5-0**

Dr. LaCroix announced the following informational items:

Resignations:

Christine O’Brien	Guidance Counselor	Lane School
David Everberg	Teacher	Lane School

Appointment:

Richard Yerardi	Maintenance Technician	System
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**6. Discussion: 1:1 Initiative**

Dr. LaCroix gave the School Committee some additional information outlining the proposal to purchase iPads for 9<sup>th</sup> graders for the 2011-2012 school year. Dr. LaCroix explained that she has been thinking about a 1:1 pilot program for several years. The world is changing very fast and Dr. LaCroix believes we must look at the teaching environment for the future. A 1:1 pilot is not about the device, but how teaching and the classroom are changing.

Dr. LaCroix reminded the School Committee that in 2010-2011, a classroom at Lane School piloted a 1:1 environment with the Netbook. While successful, this trial helped identify some of the limitations of a Netbook. Also mobile labs, which have been used in Bedford schools, are limiting as well especially with set up time, scheduling, and storage space. Dr. LaCroix and Mr. Ken Lord, Network Administrator, determined that the tablet technology is the most effective for 24/7 access. Dr. LaCroix also studied other 1:1 initiatives at other districts.

According to Dr. LaCroix, the new iPad gives us the opportunity to harness internet resources 24/7. “This opportunity will continue to change the landscape in terms of student engagement

and instructional design both in and beyond the classroom.” Dr. LaCroix also noted that the number of applications is wide, affordable and sophisticated. The built-in camera/video on the iPad2 is also appropriate for the classroom. The device is also durable and has a long battery life for significant uninterrupted use. Dr. LaCroix also noted that Aspen and First Class work well on an iPad.

Dr. LaCroix said that professional development is key and the focus will be on how to shift technology use from “students as consumers of information to students as producers of knowledge, content and creative expression.”

Dr. LaCroix believes the 1:1 pilot will promote higher order thinking skills and will provide opportunities for students to become successful global community students. Devices like the iPad will support students to become more creative problem solvers. Students will be very engaged.

Dr. LaCroix explained that the initial pilot with possible four year adoption roll-out for all grades at the high school is estimated to be \$180,000 per year (purchase). Dr. LaCroix noted that leasing is also a viable option. She also suggests requiring parents to pay a fee for insurance. She also commits to pursuing innovation grants from the State, though these grants have been targeted to urban schools in the past.

Dr. LaCroix asked the School Committee to consider going forward with this 9<sup>th</sup> grade pilot program. Ideally, she would like a vote tonight to move forward so Mr. Lord can purchase iPad2s for the 9<sup>th</sup> grade staff by the end of this school year. This will also allow us the opportunity to partner with Burlington Public Schools.

Mr. Lord, Mr. Sills and Ms. Clements were all on hand to answer any questions or address School Committee concerns.

Mr. Pierce had Mr. Lord clarify some of the details about the leasing option. He also stated that his main concern is finding funding sustainability. Mr. Pierce also noted that it is difficult for him to imagine what the classroom will really look like with the iPad in the hands of all the students and teachers.

Mr. Pierce asked about the duration of battery life of the iPad2 over the years.

Mr. Pierce asked for assurance that the School Committee has the authority to enter into a lease agreement without town approval. Mr. Coelho said yes and that we do it often for office equipment. Mr. Pierce suggested getting a reassurance on this and whether there are any restrictions on the term of the lease.

Ms. O’Gara said that it is interesting to see Apple return to its education roots. “Application development for education is immense and offers so much potential.” However, she is not sure that all financing options have been explored.

Ms. Bickford asked if students could put their own applications on the device. Mr. Lord said yes but we would rely on the Acceptable Use Policy to manage this.

Mr. Sills said keeping students on task will be a challenge. “There will be a big culture change and classroom management will be key.” Mr. Sills thinks that some technology can be used to

help students stay on task but it will require the teachers to learn the best way to manage the classroom.

Ms. Bickford asked about the possibility of scaling down the pilot. Mr. Sills said that a scaled down version would still be good but not as effective. He believes it would be best for all 9<sup>th</sup> grade teachers to have the iPad so that collaboration can be wide and accessible.

Ms. Bickford asked if high school building funds could be used to lease equipment. Mr. Coelho did not think so, but would double check. Mr. Pierce believes that teaching equipment can be acquired (purchased) with building funds.

Ms. Bickford asked about how Burlington is funding its pilot. Dr. LaCroix said that Burlington has spent a lot of money on technology upgrades and the money came from the operating budget. They are not spending money on textbooks and are also eliminating substitutes. Dr. LaCroix is not willing to consider eliminating substitutes. Dr. LaCroix said that Natick Public Schools and Beverly Public Schools purchased devices using building renovation funds.

Ms. Bickford said that she believes that this pilot will only be successful if we also incorporate the importance of disconnecting too. She believes that it is very important to teach students how to disconnect and think, be alone, and turn off. Ms. Bickford thinks we should move forward with this pilot because technology is the reality. She only wants to move ahead if there is a commitment to the idea that we need to teach the students the importance of disconnecting too. This will be an important life skill.

Ms. Seibert cautions teachers to not get too carried away with all of the things students can do at home with the iPad. She fears adding even more screen time to high school students.

Ms. Seibert is also concerned about the obsolescence of the device, especially if the lease term is longer than the expected life.

Mr. Lord said he is not too concerned with obsolescence because the iPad2 will still be useful if a new version is released quickly. Also, Dr. LaCroix commented that it is not the device that is key but the curriculum we develop.

Ms. Seibert said she is concerned about leaving books and textbooks behind. Dr. LaCroix assured her that books will not go away. She thinks textbooks may ultimately go away, but this will not be a loss.

Ms. O’Gara agreed that a rich curriculum is more likely without textbooks.

Ms. Seibert said that teachers’ enthusiasm for this pilot was very obvious at the demonstration last week.

Ms. Seibert wondered if the Bedford Education Foundation could be a source of funding.

Ms. Seibert asked if families would be allowed to purchase their own iPad and therefore, reduce the numbers of iPads the school would have to purchase or lease. Mr. Lord said that he would like this trial to be as controlled as possible so he would not want to allow this right away.

Ms. Seibert asked where the funding for \$62,000 for the lease option would come from. Mr. Lord said the technology budget, the textbook budget and professional development.

Mr. Hafer asked Miss Nagy about her thoughts on the iPad pilot and whether they would be too much of a distraction. Miss Nagy said that some students would definitely be distracted but she hopes that the education motivation will outweigh the distractions.

Mr. Hafer asked how many families in Bedford have wireless access, which is required to use the iPad at home. Mr. Lord said a verbal survey was conducted and 90% of those asked had wireless access. He said that those who do not can use the school, library or public WIFI spots.

Mr. Hafer said it would be good, if possible, to allow families to buy the iPad at the end of the lease. Mr. Lord said this may not be possible because there are many regulations with disposing surplus property for schools.

Mr. Hafer said he is indifferent to the lease or the purchase options. He is concerned that if we use leftover building funds that some future projects such as new furniture and/or maintenance may get postponed.

Mr. Hafer agrees that Bedford Public Schools must latch on to the change in the education delivery model.

Ms. Bickford asked how the pilot will be evaluated. Dr. LaCroix said that this has not yet been determined but will be. Ms. Bickford asked to see this before the start of the school year.

Ms. Bickford said parent education will be critical and that teacher's will really need to explain the objective of using the device at home.

Ms. Bickford said that she would like to move forward with the pilot. The School Committee discussed how much money Mr. Lord needs to order iPad2s for the 9<sup>th</sup> grade teachers. Mr. Lord concluded that approximately \$11,000-\$12,000 from this year's budget would be sufficient to get the iPad2 into the hands of the 9<sup>th</sup> grade teachers before the end of this school year.

Ms. Bickford made the following motion:

**MOVED: That the School Committee approve the expenditure of up to \$12,000 from FY'11 operating budget for the first year lease costs for teacher/administration portion of the proposed 1:1 iPad2 pilot for 2011-2012 school year as presented.**

**MOTION SECONDED by Ms. Seibert**

**MOTION APPROVED: 5-0**

## **7. Energy Task Force Policy & Energy Reduction Plan**

Mr. Richard Jones asked the School Committee to consider approving the Energy Reduction Plan and Policy, including the Fuel Efficiency Vehicle Policy.

Mr. Jones explained that the Town of Bedford is applying for designation as a "Green Community". If granted, this designation will allow us to be eligible for grant money up to \$150,000. There are five steps to this application and the School Committee is required to approve the Energy Reduction Plan, the Energy Policy and the Fuel Efficiency Vehicle policy.

Highlights of the Energy Reduction Plan include:

- FY'09 is the base year.

- Schools are the biggest single users of energy in town (48.7%).
- The goal is to reduce energy use by 20 percent over five years. This means Bedford has to reduce energy use by another 13.25% during the FY'11 – FY'14 timeframe.
- The estimated cost to implement all energy reduction measures is \$2,030,160 (for the whole town). The school portion of this reduction is \$959,170.
- If all energy reduction options are completed, total energy reduction will be 23.77% (3.77% more than the required 20%).
- Annual savings will be \$449,000 with a 5.3 year payback.

Mr. Jones recommends doing energy conservation measures in FY'13 and FY'14. He recommends treating these measures as one project and suggests working with one utility company contractor. Possible funding sources could be bonds, grants and utility rebates.

Mr. Jones believes that the Energy Reduction Plan can be achieved in five years.

Funding requests will appear at the fall Town Meeting.

Mr. Jones also discussed the Fuel Efficiency Vehicle Policy. Highlights include:

- This policy applies to all town and school department vehicles and the purchase of nonexempt vehicles.
- Projected annual savings is \$33,538
- The DPW will manage this plan.
- Implementation will be FY'12 – FY'19

Mr. Jones discussed the Energy Policy and Guidelines. He explained that reduction of energy use in each school building will rely on the occupants. Energy teams will be formed. There will not be a lot of extra work. The goal of the team is to make energy reduction part of everyday conversations and decisions.

School Committee reviewed the entire proposed Energy Policy. Several edits and suggestions to the policy were given to Mr. Jones. Mr. Jones explained that the Policy will be reviewed each year so changes can be made as they arise.

Ms. Bickford did object to the section in the policy requiring job descriptions to contain wording that adherence to energy policy is needed. A change like this would require all job descriptions to be renegotiated with the BEA. She also noted that policy enforcement does not belong on job descriptions in general.

Ms. Bickford made the following motion:

**MOVED: That the School Committee approve the Town of Bedford Energy Policy as presented in Appendix G as amended.**  
**MOTION SECONDED by Ms. Seibert**  
**MOTION APPROVED: 5-0**

Ms. Bickford made the following motion:

**MOVED: That the School Committee support the approval of the Bedford Fuel Efficiency Vehicle Policy as presented in Appendix F.**  
**MOTION SECONDED by Ms. O'Gara**  
**MOTION APPROVED: 5-0**

Ms. Seibert made the following motion:

**MOVED: That the School Committee approve adoption of the Town of Bedford Energy Reduction Plan dated April 26, 2011.**

**MOTION SECONDED by Mr. Pierce**

**MOTION APPROVED: 5-0**

**8. Superintendent’s Report**

Dr. LaCroix reminded the community of this weekend’s K-12 Art Show at BHS.

**9. Liaison Reports**

Ms. Seibert reminded everyone that the documentary “Race to Nowhere” will be shown at JGMS on May 2<sup>nd</sup> and Dr. LaCroix and the Principals will hold a panel discussion after the movie.

Mr. Hafer said that the Fields Partnership Policy will be soon be shared with the School Committee since many of the fields are on school property.

Ms. Bickford asked the School Committee Chair to send notice to the Selectmen and Library Board regarding the Jenks Trail Agreement and the current plan to remove trees. Mr. Hafer agreed to do this.

**10. Adjournment**

Ms Seibert made the following motion:

**MOVED: Motion to adjourn at 10:40 p.m.**

**MOTION SECONDED by Ms. O’Gara**

**MOTION APPROVED: 5-0**

**Roll Call Vote:**

<b>Mr. Hafer</b>	<b>Yes</b>
<b>Ms. Seibert</b>	<b>Yes</b>
<b>Mr. Pierce</b>	<b>Yes</b>
<b>Ms. Bickford</b>	<b>Yes</b>
<b>Ms. O’Gara</b>	<b>Yes</b>

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

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Date

**BEDFORD SCHOOL COMMITTEE**

**April 26, 2011**

**Exhibits/Documents**

- **The following job descriptions:**  
**Elementary Guidance Counselor**  
**Board Certified Behavior Analyst**  
**Elementary Team Chairperson**  
**Secondary Team Chairperson**  
**Teaching Assistant – Special Education**  
**Executive Assistant to the Superintendent of Schools**  
**Administrative Assistant to the Assistant Superintendent of Schools**
- **Presentation: iPad2 Proposal for BHS Dr. LaCroix**
- **Presentation: Energy Task Force Policy & Energy Reduction Plan**

**Bedford School Committee  
Executive Session Minutes  
April 26, 2011**