

BEDFORD SCHOOL COMMITTEE

June 13, 2023

Meeting location:

Bedford Town Hall Select Board Room (10 Mudge Way) and Telecast remotely via ZOOM

1. Call to Order

At 7:02 PM, Mr. Morrison called to order the meeting of the Bedford School Committee. Other members present included Mr. Brosgol, Ms. Scoville, Ms. Mehta-Green, Ms. McGinley, and Hanscom Representative Kim Howell

2. Public Comment

No comments

3. Field Trip Presentation 8th Grade Trip Recap-Washington D.C.

Mr. Casey and students from JGMS spoke about the experiences they had while attending the Washington D.C. field trip. Mr. Casey stated 191 students went on the field trip and thanked all the chaperones, without their support this trip would not be as successful. The students spoke of all the educational things they learned. They stated that they wished they had more time to spend at some of the locations. They had an opportunity to take many pictures and socialize. The students also got to meet with U.S Congressman Seth Moulton at the Capitol. The students said some of the not so pleasant things were waiting in a long line to get food, sometimes rushing from one location to the other but overall all the students were happy to have the opportunity to attend such a trip. It was a highlight of the year.

4. Proposed changes to JGMS Handbook-Vote

Mr. Hartunian proposed the following handbook changes to the School Committee. The proposed edits and policy changes for the 2023-2024 Student Handbook. The proposed changes are a product of conversations with administrators, staff, students, and school council.

Changes and Updates to Entire Document:

- Revise any grammatical, punctuation or formatting inconsistencies found.
- Update all dates to reflect the 2023-2024 school years.
- Update for name changes of faculty members listed
- Update Table of Contents and all additional page number references if suggested revisions are approved

Page 3:

- Add under "The John Glenn Middle School does not tolerate at any time,"
Use of language or gestures that are demeaning and/or represents hatred towards and not limited to another's race, country of origin, ethnicity, gender, religion, ability status, and

sexuality- Change is due to tenacity challenge group requests. Language regarding military status will now be added.

Ms. Scoville made the following motion: **The School Committee votes to approve the School Committee votes to approve the proposed updates to the JGMS Student handbook starting for the 2023-2024 school year.**

MOTION SECONDED by Ms. McGinley

MOTION APPROVED 5-0-0

Ms. Scoville	Yes
Mr. Morrison	Yes
Ms.Mehta-Green	Yes
Ms. McGinley	Yes
Mr. Brosgol	Yes

5. Proposed changes to the BHS Handbook-Vote

Ms. Galante presented to the School Committee the three main areas of change proposed for the BHS handbook. The first item was to update the residency policy currently printed in the handbook as the School Committee recently updated the policy. This correction is needed to provide the updated policy in the handbook. The other proposed change deals with the need to change the assessment schedule to allow less time to pass between review and students actually taking an assessment. The current schedule is based on subject matter not on the periods in which the subjects fall. As much as a 4-5 day gap is currently happening. The other proposed change has to do with Honor Roll. BHS student representatives spoke to the School Committee on the need to make changes to the Honor Roll as they feel the current system is stressful and adds pressure to some students that do not find themselves in the top tier. The proposal is to do away with the current three-tiered system and go to a one tired system. The Honor Roll proposal was not seconded for a vote and the motion was withdrawn.

Ms. Scoville made the following motion: **The School Committee votes to approve proposed BHS Handbook changes as it relates to the assessment calendar as a pilot for the 2023-2024 school year.**

MOTION SECONDED by Ms. McGinley

MOTION APPROVED 5-0-0

Ms. Scoville	Yes
Mr. Morrison	Yes
Ms.Mehta-Green	Yes
Ms. McGinley	Yes
Mr. Brosgol	Yes

6. BHS Student Advisory Council Report on School Safety

Mr. Casey did a safety presentation for BHS to the School Committee. During his presentation, Mr. Casey highlighted the types of incidents that have taken place currently and over the course of a few years at BHS, and stressed the need for cameras around the interior of the building as they may have helped cut down on the hours it takes to investigate issues more quickly. Mr. Casey provided pictures of vandalism that had occurred and gave instances where one party stated something happened to them and the incident could not be resolved because they had no real information to go on. Where video evidence could have been very helpful. Their goal is to ensure everyone in the building or visiting the building feels safe.

7. Literacy Plan Update

Dr. Clifford presented the School Committee with a Literacy Plan update. Dr. Clifford highlighted some of the following areas during her presentation. Ongoing - Focus for Literacy Implementation Team in SY 23-24

Vision/Leadership/Communication

Literacy Plan integrated into District Improvement Plan
District purchased and faculty implemented classroom libraries,
decodable texts, reading and assessment tools

Consistent administration of literacy assessments

Reading assessments implemented multiple times per year grades K-10
Common Writing assessments implemented 3x/year in grades K-10
Common assessment calendar K-12

Intervention Processes

Literacy assessment data reviewed at Data Meetings K-12
Criteria developed for entry and exit from reading intervention
Processes for communication with families, faculty, and administration
regarding response to intervention

8. Policy 2nd Read & Vote: LBC-Relations with Nonpublic Schools

The School Committee was asked if they had any further questions about this agenda item since it was last discussed at a previous School Committee meeting. No members raised questions or concerns and a vote was taken.

Ms. Scoville made the following motion: **The School Committee voted to approve the LBC: Relations with Nonpublic Schools policy as presented.**

MOTION SECONDED by Mr. Brosgol

MOTION APPROVED 5-0-0

Ms. Scoville	Yes
Mr. Morrison	Yes
Ms.Mehta-Green	Yes

Ms. McGinley	Yes
Mr. Brosgol	Yes

9. Private School Approval- Vote

Dr. Clifford presented a brief overview to School Committee members before a vote was taken.

Summary: A new private school, Inventor Academy (located at 54 Middlesex Turnpike, Bedford, MA) to launch Kindergarten through Grade2 in September 2023 and request for vote to approve school.

Ms. McGinley made the following motion: **The School Committee voted to approve the Inventory Academy to open for the 2023-2024 school year in the Town of Bedford.**

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

Ms. Scoville	Yes
Mr. Morrison	Yes
Ms.Mehta-Green	Yes
Ms. McGinley	Yes
Mr. Brosgol	Yes

10. Security Expenditure Plan for FY24

Mr. Alani provided the School Committee with updates/suggestions on the School Safety & Security Plan for FY24 & FY25. As the proposed changes will happen more quickly, while other changes/updates will happen throughout the other phase of this project through FY 27. Mr. Alani outlined the changes that will be happening in the coming weeks/months. Phase I of school security updates will focus on the exterior of the buildings, as well as long-range radios. The following are the recommended security measures and updates in the first phase, which is a combination of FY24 & FY 25 appropriation. The appropriation for FY-24 is \$350,000 and for FY-25, the request would be in the range of \$690,000 (assuming 10% contingency.)

Phase I: FY 2024 appropriated \$350,000

A. AiPhone System-more elaborate than the current basic video intercom (See Exhibit A)

a. Benefit: Video screen to identify entrant requests, better resolution, number of people at the door

b. Cost estimate: \$120,000

B. DefenseLite Anti-shattering glaze on ground level doors/windows (Exhibit B)

a. Benefit: prohibitive forced entrance at ground level windows

b. Cost estimate: \$96,750 Defense Lite

Plus the Security Film \$38,660. TOTAL \$135,410

C. Attractive traffic blocking bollards where possible and suggested (Exhibit C)

a. Benefit: prevents driving over curbs towards schools

b. Cost estimate: 60 @ \$1,200 ea. =\$72,000

11. FY23 Budget Update & Reserve Fund Transfer Request- Vote

During Ms. Kirrane presentation of the FY23 Budget Update, she explained the reason for the Funds Transfer request.

As part of the FY23 annual budget process, reserved funds in the amount

of \$198,451 were set aside for use towards a tuition deficit, if needed in June. Additionally the Superintendent requested an additional reserve to cover costs associated with a school safety and security, at a cost of up to \$75,000.

The operating budget has a projected deficit of -\$453,616 as of June 16, 2023. This deficit is Due to higher than budgeted expenses in out-of-district tuition, special education transportation and contracted services to cover special education vacancies.

Mr. Brosgol made the following motion: **The school committee votes to approve the request for a reserve funds transfer of \$248,401 of which \$49,950 is to fund a safety & security assessment for the Bedford Public Schools and \$198,451 is to fund out-of-district tuition.**

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

Ms. Scoville	Yes
Mr. Morrison	Yes
Ms.Mehta-Green	Yes
Ms. McGinley	Yes
Mr. Brosgol	Yes

12. PR Report

Appointments:

Meaghan Hughes	LTS TA/BT	Davis
Jaime Doucette	Preschool Coordinator	Davis
Jaclyn Bentink-Smith	Instructional Coach	Davis
Maribeth Cusick	.9 TA/BT	Davis
Olivia Tyson	School Psychologist	Davis
Courtney Giordano	TA/BT	Davis
Kelli Doherty	TA/BT	Davis
Michelle Connolly	Per Diem Sub	Lane
Kristen Lerra	Spec Ed Adj Counselor	Lane
Claudia Carmody	School Psychologist	JGMS
Gregory Hinz	PE Teacher .3	JGMS
Lael Piehl	AAC Teacher	BHS
Jayson LaRiviere	TA	BHS
Brett Dana	LTS ELL Teacher	BHS
Mary Gudaitis-Pyle	Reading Specialist	BHS
Miriana Spencer	Per Diem Sub	District
Urban Iyo	Per Diem Sub	District
Donna Poe	Per Diem Sub	District
Cliff Chuang	Superintendent	District
Enid DeCastro	Admin Asst to SPED Director	District
Adam Bailey	World Language PD	District
Deborah Dynan	.8 Physical Therapist	District
Julie DeMatteis	PA Guidance & Counseling 6-12	District
Cheryl Ann Rossi	LTS OOD Coordinator	District

Resignations:

Karen Beckley	Food Service Substitute	District
Cynthia Larsen	Administrative Assistant SPED	District
Benjamin Klein	Teaching Assistant	JGMS
Maura Tierney	5 day building sub	JGMS
Jennifer Buckley	SAIL Teaching Assistant	JGMS
Kathryn Zolla	Pre-K BT/TA	Davis
Nicole Marie Dello	BCBA Counselor	Davis
Brigit Deweerd	Per Diem Sub	Davis
Melissa Becker-Gonzalez	ELL Teacher	Davis
Simara Niven	BT/TA	Lane
Hannah Sanchez	Spec Ed Teacher – SAIL 1	Lane
Elissa DeNunzio	Teacher	Lane
Rebecca Croteau	Food Service Worker	BHS
Julie Brownrigg	Administrative Assistant	BHS

Retirements:

John O'Connor	Tech Teacher	BHS
Norma Warner	Float Nurse	District

13. Field Trips-Vote

Mr. Brosgol made the following motion: **The school committee votes to approve the 8th Grade Canobie Lake Trip- June 16, 2023**

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

Ms. Scoville	Yes
Mr. Morrison	Yes
Ms.Mehta-Green	Yes
Ms. McGinley	Yes
Mr. Brosgol	Yes

Mr. Brosgol made the following motion: **The school committee votes to approve the 8th Grade D.C. Trip- May 2024**

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

Ms. Scoville	Yes
Mr. Morrison	Yes
Ms.Mehta-Green	Yes
Ms. McGinley	Yes
Mr. Brosgol	Yes

14. Job Descriptions:

Food Service Director-2nd Read & Vote
BHS Tech Ed-1st Read

Ms. Scoville made the following motion: **The school committee votes to approve the Food Service Director Job description as presented.**

MOTION SECONDED by Ms. McGinley

MOTION APPROVED 5-0-0

Ms. Scoville	Yes
Mr. Morrison	Yes
Ms. Mehta-Green	Yes
Ms. McGinley	Yes
Mr. Brosgol	Yes

Ms. Scoville made the following motion: **The school committee votes to approve the updated BHS Tech Ed Job description as presented.**

MOTION SECONDED by Ms. McGinley

MOTION APPROVED 5-0-0

Ms. Scoville	Yes
Mr. Morrison	Yes
Ms. Mehta-Green	Yes
Ms. McGinley	Yes
Mr. Brosgol	Yes

15. Superintendent Report

Mr. Conrad provided the School Committee with the following information during his Superintendent's Report. Flag Day is tomorrow. All schools will be closed on Monday, June 19 in observance of the Juneteenth holiday. Athletic updates will be provided in Friday's letter. The 5th Grade Challenge Day is coming up, Move up Day will be happening on Thursday night for 8th Grade students. District offices will once again have summer hours. More information will be in Friday's letter and be posted on the website. Work permits can be obtained at BHS. Food bank will remain operational during the Summer on Thursday evening from 4-5:30. Saturday, June 24th Bedford Family Connection will be hosting an event to celebrate 35 years of service to the community. Mr. Hagen, DPW/Fire/Police procured a grant for a tiny art gallery. Gallery will be at BHS outside café doors. Ms. Scoville made a motion that the School Committee vote to approve the tiny art gallery operation at BHS at no cost to the district. Ms. McGinley seconded the motion. All members voted 5-0-0 to approve this item.

16. Superintendent Evaluation

All School Committee members took time to give Mr. Conrad feedback on his performance in his role as Superintendent over the past three years. Mr. Conrad was also thanked for his commitment and for all he has done for the betterment of the district. Committee members wished Mr. Conrad well in his retirement and future endeavors.

17. Minutes

Ms. McGinley made the following motion: **The school committee votes to approve the minutes with noted edits for May 9, 2023**

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

Ms. Scoville	Yes
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Mr. Morrison	Yes
Ms.Mehta-Green	Yes
Ms. McGinley	Yes
Mr. Brosgol	Yes

Ms. Scoville made the following motion: **The school committee votes to approve the minutes with noted edits for May 23, 2023**

MOTION SECONDED by Ms. McGinley

MOTION APPROVED 5-0-0

Ms. Scoville	Yes
Mr. Morrison	Yes
Ms.Mehta-Green	Yes
Ms. McGinley	Yes
Mr. Brosgol	Yes

18. School Committee Reorganization

Ms. Mehta-Green made the following motion to nominate Mr. Brosgol for School Committee Chairperson

MOTION SECONDED by Ms. McGinley

MOTION APPROVED 5-0-0

Ms. Scoville	Yes
Mr. Morrison	Yes
Ms.Mehta-Green	Yes
Ms. McGinley	Yes
Mr. Brosgol	Yes

Ms. McGinley made the following motion to nominate Ms. Mehta-Green for School Committee Vice Chair

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

Ms. Scoville	Yes
Mr. Morrison	Yes
Ms.Mehta-Green	Yes
Ms. McGinley	Yes
Mr. Brosgol	Yes

Ms. Scoville made the following motion to nominate Ms. McGinley for School Committee Secretary

MOTION SECONDED by Ms. Mehta-Green

MOTION APPROVED 5-0-0

Ms. Scoville	Yes
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Mr. Morrison	Yes
Ms.Mehta-Green	Yes
Ms. McGinley	Yes
Mr. Brosgol	Yes

19. Adjournment

Mr. Morrison made the following motion: **To adjourn the meeting not to reopen to the public.**

MOTION SECONDED by Ms. Scoville

MOTION APPROVED 5-0-0

Ms. Scoville	Yes
Mr. Morrison	Yes
Ms.Mehta-Green	Yes
Ms. McGinley	Yes
Mr. Brosgol	Yes

Exhibits/Documents

Draft Minutes

Superintendent Evaluation

Job description-BHS Tech Ed

Job description-Director of Food Services

Policy review- LBC- relations with nonpublic schools

Proposed Handbook Changes for BHS & JGMS

Literacy Plan Update

PR Report

8th Grade Field Trips: Canobie Lake, June 16, 2023 & Washington D.C, May 2024

FY23 Budget Update & Reserve Fund Transfer Request

Security Expenditure Plan for FY24

Proposed Handbook Changes- JGMS

Proposed Handbook Changes- BHS

School Committee Approved: September 12, 2023