

BEDFORD SCHOOL COMMITTEE
June 10, 2014
Bedford High School - Large Group Instruction Room

1. Call to Order

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

2. Comments from Public

None

3. Personnel Report

Mr. Sills asked the School Committee to approve the annual, preseason overnight trip for the football team (students in grades 10-12). The trip this year will be held on August 21-24, 2014 once again at Camp Winaukee in Moultonborough, NH. The trip is similar to ones held in the past. Chaperones and team members will be reminded about hazing rules.

Ms. Seibert made the following motion:

MOVED: That the School Committee approve the Football team trip to Camp Winaukee in Moultonborough, NH on August 21 – 24, 2014 for team members in grades 10-12 at no cost to the school or students.

MOTION SECONDED by Mr. Hafer

MOTION APPROVED: 5-0

Mr. Sills asked the School Committee to approve increasing the Athletic Secretary position to full time due to the fact the Mr. Magnan has taken on extra responsibilities as the Program Administrator for Health and Physical Education. The cost will be \$17,000-18,000.

Ms. Seibert made the following motion:

MOVED: That the School Committee approve the increase in the Athletic Secretary position from .5 to a 1.0 at the beginning of the 2014-2015 school year.

MOTION SECONDED by Mr. Hafer

MOTION APPROVED: 5-0

Mr. Sills announced the following appointments for the 2014-2015 school year:

- Courtney White – Math teacher at BHS
- Tara McKenna – Latin teacher at BHS
- Melissa Becker – ELS Teacher at Davis

4. School Committee Reorganization for 2014-2015 School Year

Ms. Seibert made the following motion:

MOVED: That the School Committee nominate Brad Hafer as Chair of the School Committee for 2014-2015 school year.

MOTION SECONDED by Ms. Guay

MOTION APPROVED: 5-0

Mr. Hafer accepted the nomination.

Mr. Pierce made the following motion:

MOVED: That the School Committee nominate Abbie Seibert as Vice Chair of the School Committee for the 2014-2015 school year.

MOTION SECONDED by Ms. Guay

MOTION APPROVED: 5-0

Ms. Seibert accepted the nomination.

Mr. Pierce made the following motion:

MOVED: That the School Committee nominate Mr. McAllister as secretary of the School Committee for the 2014-2015 school year.

MOTION SECONDED by Ms. Seibert

MOTION APPROVED: 5-0

Mr. McAllister accepted the nomination.

5. Bedford High School 2014-2015 Improvement Plan

Principal Turner presented an overview of the 2013-2014 school year and the goals for the 2014-2015 school year.

2013-2014 Accomplishments

Goal #1 – Integrate 1-to-1 iPad into curriculum

- Developed targeted integration into curriculum
- Increased professional development on iPad integration
- 100% of BHS teachers use the iPad
- The iPad is no longer an “initiative” but an important tool
- Teachers use the iPad as a way to check for understanding
- Distractibility is still an issue
- Students dropping iPads is an issue

Goal #2 Common Assessments – use data to inform instruction

- All teachers are using more than one common assessment in classroom.
- Assessments are focused on critical thinking skills

Goal #3 Work Collaboratively to improve curriculum and instruction

- PLCs meet regularly
- PLCs have developed essential questions

Goal #4 Students Emotional Needs

- Identified areas of stress
- PLCs format will address

Dr. Turner then explained how many of the 2013-2014 goals will continue into the 2014-2015 school year. Dr. Turner explained that the school-wide data team did a lot of research and laid the groundwork for school improvement plan. Dr. Turner shared some of the data team’s findings with the School Committee. For example, over a nine-year period, 97% of the students in level 5 math in 10th grade are white or Asian. These findings were shared with the entire BHS faculty who then concluded that the improvement plan should focus on ways to help all students succeed.

2014-2015 Goals include:

1. Identify struggling students quickly and effectively by using a team approach to help the struggling students. Find ways to empower teachers to identify, pull together and determine who owns the effort to help.

2.

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2. Ensure high expectations for all students. The leveling rubric will be evaluated and revised if necessary. Figure out ways to encourage students to take risks. Re-organize the Program of Studies.
3. Examine the curriculum to ensure it meets the needs of multicultural and global education.
4. Determine ways to ensure that the 2014-2015 initiatives are sustainable structures in teaching practices.

Ms. Guay suggested surveying parents to see what is stressful to their students. Try to do some focus groups with parents you do not see very often.

Mr. McAllister would like to find ways to do a better job captivating the success of the I pads. Mr. Sills agreed with this suggestion and said that Dr. Jackson would be working on a publication that will go out to all homes in Bedford. Mr. Sills also hopes to offer an educational series for the community in hopes of getting over the return on investment concept of education and to teach people how learning has changed.

Ms. Seibert asked Dr. Turner to be sure to balance using authentic assessments and having too many evaluations.

Mr. Pierce said an important lesson for our students is to teach them to fight through the stress, to want to do school work and learn.

Mr. Pierce also noted that Bedford is a very diverse community and he thinks that the school staff needs to reflect this diversity. He thinks this should be a measurable goal.

Mr. Pierce made the following motion:

MOVED: That the School Committee approve the 2014-2015 BHS School Improvement Plan as presented.

MOTION SECONDED by Ms. Guay

MOTION APPROVED: 5-0

6. Fingerprinting Policy

Mr. Sills asked the School Committee to vote on the proposed Fingerprinting Policy that was discussed and presented at the last School Committee meeting.

Mr. Pierce made the following motion:

MOVED: That the School Committee approve the policy covering Fingerprint-based Criminal History Record Information (CHRI) Checks Made for Non-Criminal Justice Purposes.

MOTION SECONDED by Ms. Seibert

MOTION APPROVED: 5-0

7. Installation of Informational Tree Labels on Jenks Trail

Mr. Sills explained that he received a letter dated June 2, 2014 from the Jenks Trail Working Group asking for permission to label trees on the trail.

Mr. Pierce made the following motion:

MOVED: That the School Committee approve labeling of trees located on the Jenks Nature Trail by the Jenks Nature Trail Working Group as outlined in a letter dated June 2, 2014.

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

8. Space Needs at Davis

Mr. Sills noted that the enrollment at Davis School continues to grow. Based on analysis by the new Facilities Director, he would like to move forward to secure funds to lease and install two modular classrooms at Davis school rather than renovate Davis School as previously planned. Modular classrooms will ensure that art and music maintain their own space and will ease the space pressure while Administration analyzes enrollment projections. The cost to install these modular classrooms is estimated to be \$125,000. Facilities will be in charge of doing the electrical, plumbing and canopy work.

Mr. Sills explained that he has learned that the Town Meeting Article approving funds to renovate Davis School is very specific and cannot be changed without Town Meeting approval.

The School Committee discussed how to go about repurposing the funds set aside for Davis renovations. Ms. Seibert said in order to be prepared to meet with the Finance Committee, she would like to see details on the approved article and an accounting of the modular project. Consensus was that a reserved fund transfer would be necessary in order to get the funds now.

Mr. Hafer said other considerations for the modular project include security, technology, relocating the Davis School garden and to be careful of using the modulars on a long-term basis.

Ms. Seibert suggested that the School Committee do a state of intent with the School Building Authority for a permanent addition to Davis and Lane.

Mr. Pierce made the following motion:

MOVED: That the School Committee approve a request to the Finance Committee for a reserve fund transfer of \$100,000 in order to move forward with the modular project for Davis School.

MOTION SECONDED by Ms. Seibert

MOTION APPROVED: 5-0

The School Committee agreed that this change needs to be explained to the Finance Committee and then to families.

9. PARCC or MCAS Testing

Mr. Sills reminded the School Committee that the district needs to decide whether to take PARCC tests or MCAS tests for the 2014-2015 school year. Mr. Sills said he expects that all districts will be required to use PARCC testing for the 2015-2016 school year.

Mr. Sills said he believes that PARCC testing is good because because it is a new form of assessment. The majority of school districts are moving towards using this test next year. It will give Bedford students another year to practice if it is adopted for September. However, it will require four testing days for math and five testing days for ELA. He and the leadership team recommend adopting PARCC testing for September 2014. Tenth grade and ninth grade science will remain with MCAS.

School Committee members agreed with Mr. Sill's recommendation. Ms. Seibert did ask what would happen if Bedford chose not to do any testing. Mr. Sills said the State would institute

some type of consequences. He reminded everyone that he believes that PARCC testing is a good assessment but believes it is being implemented too soon after a major curriculum change to the common core.

Ms. Seibert made the following motion:

MOVED: That the School Committee choose PARCC tests rather than MCAS tests for grades three- eight for the school year 2014-2015.

MOTION SECONDED by Ms. Guay

MOTION APPROVED: 5-0

10. Superintendent's Summative Evaluation

Mr. Sills shared his Superintendent's Evaluation presentation with the School Committee. This presentation showed the goals and the data the School Committee used to make evaluation decisions on his performance this year. The June 10, 2014 presentation showed detailed information on what was done and what was not accomplished this year to meet the goals approved earlier in the year.

Mr. Sills defined the four strands of his Instructional Leadership and gave evidence of things done in the district towards reaching these standards. However, he did note that MCAS scores will not be available for a while so he cannot conclude if the goal of improving student math skills was met.

Mr. Pierce shared the written assessment of Mr. Sill's performance. Mr. Pierce concluded that overall, Mr. Sills is proficient and was given positive feedback in all areas. He commented that Mr. Sills did a tremendous job this year especially with addressing the needs of the students. He complimented Mr. Sills' work on developing the school budget and navigating the collective bargaining agreement with the BEA. He is especially pleased with Mr. Sills increased knowledge of each school building, especially in light of his high school background.

Mr. Pierce gave praise for Mr. Sills' leadership, his communications regarding the homeless in Bedford, and for being on the forefront of the Tenacity Challenge. He was also impressed with the Technology Showcase and all of his steps for increasing community education.

Ms. Seibert made the following motion:

MOVED: That the School Committee submit the formal Superintendent Summative evaluation as described tonight.

MOTION SECONDED by Mr. Hafer

MOTION APPROVED: 5-0

11. Superintendent's Report

Mr. Sills said the new Facilities Director has calculated the efficiencies in utilities. The natural gas account is \$54,000 over budget due to unit costs and usage increases. Also, the electrical budget is over by approximately \$38,000. Therefore, the School Committee needs to ask the Finance Committee for a reserve fund transfer for 2014 to address these utility costs.

Mr. Coelho explained that earlier in the year, \$30,000 was set aside for utilities overruns. Therefore, the reserve fund transfer should be no more than \$62,000.

Mr. Pierce made the following motion:

MOVED: That the School Committee authorize the request of a zero-fund transfer from

the Town Finance Committee to cover FY'2014 school utility account overages not to exceed \$62,000.

MOTION SECONDED by Ms. Guay
MOTION APPROVED: 5-0

Mr. Coelho asked the School Committee to approve entering a lease with IBM Credit for Ipad. IBM was the lowest bidder.

Mr. Pierce made the following motion:

MOVED: That the School Committee authorizes the School Department to negotiate a three year lease agreement for Ipad devices and hardware peripherals with IBM Global Financing in Albany, NY and authorizes the Chairperson of the School Committee to sign any required contracts with the vendor.

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

12. Liaison Reports

Ms. Guay reported that the Bedford Community Partnership announced unplugged dates for next school year – November 19, 2014 and March 4, 2015.

13. Minutes

Ms. Seibert made the following motion:

MOVED: That the School Committee approve the minutes of the March 11, 2014 School Committee meeting as amended.

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

Ms. Seibert made the following motion:

MOVED: That the School Committee approve the minutes of the March 18, 2014 School Committee meeting as amended.

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

Ms. Seibert made the following motion:

MOVED: That the School Committee approve the minutes of the April 1, 2014 School Committee meeting as amended.

MOTION SECONDED by Ms. Guay
MOTION APPROVED: 5-0

14. Future Agenda

Mr. Sills said that the Capital planning process will begin earlier in the fiscal year.

Ms. Guay said she was dismayed by the recent decision of the MIAA to hold a rescheduled game on an SAT exam date. She would like Mr. Sills to pass along this opinion to the MIAA.

15. Adjournment

Mr. Pierce made the following motion.

MOVED: Motion to adjourn at 11:20 p.m. to Executive Session to discuss salary of non-contract personnel, not to reopen.

MOTION SECONDED by Ms. Guay

MOTION APPROVED: 5-0

Roll Call Vote:

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

School Committee Secretary

Date

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Exhibits/Document

- Presentation: BHS School Improvement Plan 2014-2015
- Draft policy governing fingerprint-based criminal history record information checks made for non-criminal justice purposes.
- Superintendent's Evaluation presentation dated June 10, 2014
- Draft of minutes of March 11, 2014 School Committee meeting
- Draft of minutes of March 18, 2014 School Committee meeting
- Draft of minutes of April 1, 2014 School Committee meeting.

BEDFORD SCHOOL COMMITTEE
Executive Session
June 10, 2014