

**BEDFORD SCHOOL COMMITTEE**  
**January 17, 2017**  
**Bedford High School - Large Group Instruction Room**

**1. Call to Order**

At 7:30 p.m., Mr. McAllister called to order the meeting of the Bedford School Committee. Other members present included Ms. Guay, Mr. Pierce, and Mr. Brosgol. Ms. Santiago was expected to arrive later.

**2. Comments from Public**

None

**3. Personnel Report**

Mr. Sills reported the appointment of Kelly Craven as an Educational Assistant (.8) at Davis School.

Mr. Sills asked the School Committee to approve a field trip request for the Volleyball team to travel to Disney World in Florida in order to compete in a tournament. The tournament will be held in late August/Early September before school starts. The cost to attend is approximately \$700- 1,000 per person. Team members in grades 10-12 are invited to attend.

Mr. Brosgol made the following motion:

**MOVED: That the School Committee approve the field trip for the girls Volleyball team (grades 10-12) to travel to Disney World in Orlando, Florida on August 30 – September 3, 2017 to participate in a tournament at no cost to the Schools.**

**MOTION SECONDED by Mr. Pierce**

**MOTION APPROVED: 4-0**

**4. FY'18 Budget Discussions**

Mr. Sills explained that he will present three possible FY'18 budget scenarios for the School Committee to consider. He will present

1. An overview of the original FY'18 request at a 4.05% increase
2. A reduced budget request at a 3.75% increase
3. A further reduced budget request at a 3.5% increase (which is the Finance Committee guideline)

Mr. Sills said he looked at the priorities and has recommended the following changes to the original budget request to reach a budget increase of 3.75%:

- CASE Transportation offset is more than expected \$43,000
- LABBB reimbursement offset is more than expected \$35,000
- Remove the Destination Imagination funding of \$2,500 (not a school sponsored program)
- Reduce the Facilities Overtime budget by \$11,369 (There is a request to add another custodian and it is expected that this will reduce the overtime requirements of the department)
- Reduce the Educational Database Management/Dashboard system funds by \$11,324. Mr. Sills would rather rollout this new system as a pilot at Lane School rather than go for a full system-wide roll out at this time.

Mr. Pierce asked for some additional information on how best to determine the amount of custodial help needed in order to take care of all of our buildings at the desired level of cleanliness.

Ms. Guay noted that the CASE and LABBB offset increases are a one-time event. Mr. Sills agreed that this would not be sustainable in the future.

#### FY'18 Budget at 3.5%

In addition to the above, Mr. Sills proposed:

- Reducing the alternative education reserve (for expelled students) by \$20,000
- Reducing Facilities Overtime budget by \$22,738
- Reduce keyboard adapters by \$1,350
- Hold off on adding athletic stipends \$12,228
- Hold off on hiring another custodian at Davis/Lane \$22,738
- Reduce ELL at middle school \$6,416
- Reduce budget for summer custodial help \$6,693
- Hold off on purchasing iPads for JGMS, Lane and Davis \$24,078

Mr. Pierce asked if we are able to purchase some of the iPads that are coming off lease in order to save money on purchasing new iPads in the FY'18 budget. Mr. Coelho agreed to speak to the Technology Department about this idea. Mr. Pierce thought that this might end up being a good way to get more iPads into the hands of students at the other schools without purchasing new ones.

Mr. Brosgol asked if all of the proposed new athletic stipends were removed from the budget request, would we end up with fewer athletic offerings. Mr. Sills said no. The stipends will alleviate instances where private funds are raised in order to hire an assistant. Also, it will stop the practice that sometimes occurs where head coaches split their stipend in order to have an assistant.

Mr. McAllister thanked Mr. Sills and Mr. Coelho for pulling together these budget options. He is pleased that such a clear approach was used.

Mr. Pierce suggested that the School Committee review the entire list of proposed reductions to see if everyone agrees or whether there should be a "hold for more information" on the proposal.

Mr. McAllister reviewed the list of proposed reductions. In the end the following proposals were put on hold and Mr. Sills agreed to get additional information for the next meeting:

- Reducing the facilities overtime budget
- Reducing or eliminating the athletic stipends
- Extra FTE for Davis's modular space
- Ipad purchases for Davis, Lane and Middle School

Mr. Sills agreed to get more information so the School Committee could assess if we are meeting our expected level of custodial support for each building. He also agreed to get more detailed information on the proposed athletic stipends.

Mr. Coelho agreed to look into the feasibility of purchasing some iPads at the end of the lease and reduce the proposed number of new ones for FY'18.

Mr. McAllister summarized that the School Committee agrees that they are comfortable removing \$127,222 from the original FY'18 budget request. He said they would all like more information on the "hold" items before reducing the total budget request any further.

Mr. McAllister thought it would be prudent to vote on this consensus.

**Ms. Guay made the following motion:**

**MOVED: That the School Committee agrees to a net reduction of \$127,222 from the original FY'18 budget request to get to a FY'18 budget request increase of 3.72%**

**MOTION SECONDED by Ms. Santiago**

**MOTION APPROVED: 5-0**

(Ms. Santiago arrived around 8PM)

### **5. Superintendent's Report**

Mr. Sills reported that the Space Needs Task Force toured Davis School and began its review of the enrollment data. They will also do a needs analysis, cost estimate, and timeline. The goal is to make a recommendation to the School Committee in time for the School Committee to consider before Town Meeting.

Mr. Sills said that the Religious/Cultural Holiday Task Force has met and is wrestling with how best to recognize and support families while maintaining an equitable learning environment. Soon, a survey will be sent to the community for input. Recommendations will ultimately be made to the School Committee.

Mr. McAllister noted that Mr. Rich Bowen, a member of the Finance Committee, recently passed away. Mr. McAllister said some kind words about Mr. Bowen and how helpful he has been to the Town. School Committee members all expressed sympathies to the family.

### **6. Adjournment**

Ms. Guay made the following motion:

**MOVED: Motion to adjourn at 8:45.**

**MOTION SECONDED by Ms. Santiago**

**MOTION APPROVED 5-0**

**Roll Call Vote:**

**Mr. McAllister**                      **Yes**

**Ms. Guay**                              **Yes**

**Mr. Brosgol**                        **Yes**

**Mr. Pierce**                          **Yes**

**Ms. Santiago**                      **Yes**

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

\_\_\_\_\_  
Date

**BEDFORD SCHOOL COMMITTEE**  
**January 17, 2017**  
**Exhibits/Documents**

*None*