

**BEDFORD SCHOOL COMMITTEE**  
**January 24, 2017**  
**Bedford High School - Large Group Instruction Room**

**1. Call to Order**

At 7:35 p.m., Mr. McAllister called to order the meeting of the Bedford School Committee. Other members present included Ms. Guay, Mr. Pierce, Mr. Brosgol and Ms. Santiago.

**2. Comments from Public**

None

**3. Personnel Report**

Mr. Sills reported that Melissa McKenzie, an Educational Assistant at the Preschool, resigned. Also, Janet Bryant, a Physical Therapist for the Preschool, Davis and Lane schools is on a leave of absence. Sandra Spanos Johnson will cover for Ms. Bryant.

Mr. Sills requested approval to add 2.6 additional TA support for Davis and the Preschool. He explained that this extra support is required to support students in the preschool and in the Davis School's SAIL program. Mr. Sills explained that the FY'18 budget accounts for these positions (\$60,178).

Mr. Brosgol made the following motion:

**MOVED: That the School Committee approve the addition of 2.6 special education teaching assistants.**

**MOTION SECONDED by Ms. Santiago**

**MOTION APPROVED: 5-0**

**4. Budget Discussions**

Mr. Sills addressed the FY'18 budget questions that School Committee members had from the last School Committee meeting.

*Ipads -Can we maintain our implementation plan and save money by using iPads that are coming off lease?*

Mr. Sills reported that the Tech Department identified 90 iPads (3 carts) that can be purchased at the end of the lease. Mr. Coelho estimates that this cost will be \$3,500. This will result in purchasing 2 carts of new Ipads and 1 cart of used Ipads for Davis, Lane and JGMS in FY'18.

*Coaching Stipends*

Mr. Sills presented the School Committee with detailed information on which head coaches are sharing a stipend and which teams are fundraising. Mr. Sills also reported that Mr. Mangan, Athletic Director, prefers adding two soccer assistant coaches and a middle school track coach since the numbers at the middle school are very high.

*What amount of custodian support is needed to support our building size and desired cleanliness?*

Mr. Sills presented information on the industry standards. He reported that Mr. Alani, Director of Facilities, estimates that 25,000 – 30,000 square feet per custodian is the right ratio to keep our schools in good shape. As a result, the recommendation is to add another 1.5 FTE. A full time position will be support both Davis (.4) and Lane (.6) schools and a .5 position to cover JGMS

and also be a floater to cover vacations and absences. Given this recommendation, Mr. Sills said he is comfortable with reducing the FY'18 overtime budget as proposed in the FY'18 request.

Mr. Sills also told the School Committee that there is an additional \$7,630 savings from CASE tuition offsets.

Mr. Sills said that going forward with the above recommendations would make the FY'18 budget only \$576 over Finance Committee guidelines.

Members of the School Committee said that they appreciated all of the hard work that was done to bring a budget forward that meets Finance Committee guidelines.

Mr. Sills said that the success of our in-house Special Education programs was the main reason for being able to present a 3.5% budget this year. However he cautioned that at times there may very well be some students whose needs cannot be met in-house.

Mr. Brosgol made the following motion:

**MOVED: That the School Committee approve a FY'18 budget request of \$39,061,561, an overall 3.5% increase over last year.**

**MOTION SECONDED by Ms. Guay**

**MOTION APPROVED; 5-0**

Mr. Sills said that he will present this budget to the Finance Committee and will also give them an update on the balances of the school's revolving funds.

## **5. Minutes for Review**

Mr. Brosgol made the following motion:

**MOVED: That the School Committee approve the minutes of the December 20, 2016 School Committee meeting as amended.**

**MOTION SECONDED by Ms. Santiago**

**MOTION APPROVED: 5-0**

## **6. Superintendent's Report**

The next School Committee meeting will be February 7, 2017.

## **7. Adjournment**

Ms. Guay made the following motion:

**MOVED: Motion to adjourn at 8:05 P.M.**

**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 24, 2017**  
**Exhibits/Documents**

- Draft of the minutes from the December 20, 2016 School Committee meeting