TOWN OF BURLINGTON
Meeting Posting

Notice of Public Meeting – (As required by G.L. c. 30A, c §18-25)
BOARD: School Committee
DATE: January 14, 2020
TIME: 7:00 p.m.
PLACE: School Committee Room, 123 Cambridge Street, Burlington, MA

AGENDA*

1. Approval of Minutes 11/19/19

2. Public Participation

3. Information/Reports
   a). Student Representative
   b). Subcommittee Reports
   c). Ways/Means
   d). Announcements

4. Instruction/Technology (7:15 – 7:45 estimated time)
   a). BHS Student Stock Market Challenge
   b). Elementary Space Needs - Discussion

5. Communication (7:45 – 8:30 estimated time)
   a). BHS HVAC System
   b). Monthly Financials
   c). FY21 Budget Calendar

6. Old Business
   a). FY21 Budget Guideline

7. New Business (8:30 estimated time)
   a). Establish BHS Child Development Revolving Account – Approval
   b). Close Out & Transfer Funds from BHS Early Childhood Student Activity Account - Approval
   a). BHS 2020 Program of Studies – First Reading
   b). BHS 2020 Schedule Change
   c). Out-of-State Staff Travel – Approval
   d). Homeless Policy – First Reading
   e). Nurse Staffing

8. Public Participation

9. Executive Session
   a). MGL c 30A, Section 21(a): Subsection 7 – For the purpose of complying with any general or special law, specifically GL c 214, Section 1B – Right to Privacy; and GL c 12A, Section 9
   b). Approval of Executive Minutes of 11/19/19

10. Adjournment

*Agenda subject to change
Chair Martha Simon called this meeting of the School Committee to order at 7:00 p.m. in the School Committee Room, Administration Offices, 123 Cambridge Street, Burlington, Massachusetts. Present: Mrs. Christine Monaco, Mr. Thomas F. Murphy, Jr., Mrs. Kristin Russo, and Mr. Stephen Nelson. Superintendent Eric Conti, Assistant Superintendent Patrick Larkin, Business Manager Nichole Coscia, and Director of Operations Bob Cunha also present.

APPROVAL OF MINUTES
Moved by Mr. Nelson and seconded by Mr. Murphy to approve minutes of 11/19/19; motion carried 5-0-0.

PUBLIC PARTICIPATION
None.

INFORMATION/REPORTS
Student Representative
Student representative Bridget Conceison absent.

Subcommittee Reports
None.

Ways/Means
Sue Harrigan and John Iler in attendance. Ms. Harrigan stated that Ways & Means approved the warrant article to transfer funds from the middle school cafeteria tables to the Pine Glen sewer pumps.

Announcements
Mr. Nelson announced that student Aaron Rippin received the honor of Eagle Scout and for his project, he improved the trails on the Sawmill Brook area. Dr. Conti stated that the Kindergarten Information Night will be held tomorrow night in the BHS auditorium at 7:00 p.m.

NEW BUSINESS
INSTRUCTION/TECHNOLOGY
BHS Student Stock Market Challenge
BHS freshman William Jappe and Alex Genov explained to the Committee their Stock Market Challenge project completed over 10 weeks to virtually invest $100,000 in stocks, bonds and mutual funds to have it beat the S&P 500 growth. They won the Massachusetts Stock Market Challenge beating 779 high school teams from across the state. The School Committee congratulated the students and commended them on their research, investigative skills, and financial learning.

BHS 2020 Program of Studies – First Reading
By consensus, this item was taken out of order. BHS Principal Mark Sullivan and Guidance Coordinator Joe Attubato presented an overview of the BHS 2020-21 Program of Studies1 and an addendum2 for an additional course of AP Biology for grades 11 & 12. Mr. Attubato explained that Middlesex Community College is in the process of approving this as students will receive college credit if they pass the exam. This lengthy presentation included: all new courses with descriptions, courses to be deleted due to low enrollment, and modified courses. Principal Sullivan reviewed an updated science course flow chart and an updated math course flow chart. Mrs. Monaco inquired about the BRIDGE to Social Emotional Learning course which will now be given 2.5 credits per semester and what changed to be able to now be assigned credit. Mr. Attubato replied that they upgraded the course description and students work on modules. Principal Sullivan explained that course credit is recognizing student efforts in areas 1-5 in the course description. A prolonged discussion ensued regarding the prerequisite requirement to take Honors Chemistry & Honors Biology to be eligible to enroll in AP Biology. Mrs. Monaco requested that a work around on these prerequisite requirements be reviewed prior to the next School Committee meeting. The School Committee expressed concern regarding: limited choices for students, no study halls/breaks, and the practice of taking extra core subjects instead of electives (i.e. chorus/band). Mr. Attubato commented that they need to ensure that state mandated courses are all offered at BHS.

BHS 2020 Schedule Change
Principal Sullivan explained during the NEASC visit and the related BHS self-study, the need was to meet 21st century learning skills was identified, the high school schedule is archaic, and a two year process began to change the schedule. The Scheduling Committee ran for one year and included SPED Department Head Christina Cicolini to work closely with Administrators to accommodate the needs of students with IEP’s. A vote was submitted to faculty last spring. The new schedule drops two classes per day and courses will meet three times a week for 60 – 66 minutes. A flex period will be offered two days a week for student enrichment, support, or directed study. Principal Sullivan is requesting

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1 BHS 2020-21 Program of Studies
2 Addendum – Proposed Changes 2020/2021 Program of Studies
four stipended advisory positions in the FY21 budget to develop and implement curriculum. There would be one position per grade for a total of $8,500 per year. Mrs. Russo expressed concern that more homework would be assigned due to classes not meeting every day; Principal Sullivan explained that AP classes will have work every night, but Administrators will work with teachers to ensure homework is not doubled up, and a clear expectation of teachers is that they will not increase the homework load. Administrators are reviewing with staff, because that it teaches how the new schedule will work in the fall. In response to Chair Simon, Principal Sullivan noted that the state mandates 990 hours time on learning, he’s not positive but there will be approximately 1002 time on learning hours, with less passing time between classes and the addition of 36 hours of flex time. Fall course sign ups begin on February 5 for students. In response to Dr. Conti, Mr. Sullivan explained that for the FY21 budget he is requesting the following positions: a reading tutor, one administrator, and four stipended positions which will be after school and over the summer break. In response to Mr. Iler, Principal Sullivan explained how stipend positions are compensated and how an estimate is made of the time required to complete the stipended work.

INSTRUCTION/TECHNOLOGY
Elementary Space Needs

Operation Manager Bob Cunha distributed and reviewed a Project List/Timeline\(^3\) for an elementary project beginning with the submission of a Statement of Interest to MSBA in April through all phases of the project until completion of an elementary project in September 2027. He explained that the next action will be to write a Request for Qualifications, submissions will be received in early March, and after review, the School Committee would be asked to approve a recommended vendor. At the same time, an RFQ will be created for the BHS HVAC system for which the school department has some money identified for the design of the system. Chair Simon requested that both RFQ’s include sustainability requirements as well as bid alternatives. Mrs. Monaco expressed concern about needing to know if the Pine Glen site is suitable for building a new school prior to making a decision; Dr. Conti replied that the information will not be needed until after the Statement of Interest is submitted in the spring. The Superintendent explained that the School Committee will review respondents to the RFQ at a School Committee meeting. He noted that the Fox Hill school has enrollment pressure, they have portable classrooms, and only one priority project can be submitted to the MSBA in the spring. An update on the RFQ process will be provided at the January 28 meeting.

COMMUNICATION
Monthly Financial & Nurse Staffing

Ms. Coscia reviewed the four page Monthly Financial Report\(^4\) and noted that the school lunch account deficit increased due to: a lower monthly reimbursement as there were only 11 school days in November, playing catch up with reimbursements, pay out for stipends, and she had no concerns about this account at this point. She further noted that in the FY20 operating budget, line 15 increased due to a $22,000 transfer voted and the need for an additional nurse. Mrs. Monaco inquired if an RFT would be needed to fund the nurse, Dr. Conti replied that if the Committee approved the additional position it would be for the second half of the school year. Mr. Larkin further explained some students have extended health needs which may vary by school year to year; it’s important to have the elementary level as there is not enough nursing coverage. The Superintendent reminded the Committee that this position was requested in the FY20 budget but it was removed. He commented that the plan is to pay for the position out of the operating budget and if needed later in the school year, an RFT will be requested. Moved by Mr. Nelson and seconded by Mrs. Russo to approve the addition of a nurse for the second half of this fiscal year; motion carried 5-0-0. In response to Mr. Iler’s comment of the salary amount of $40K for the remainder of the year, the Committee noted that the position is being added as it’s a safety issue, and funding will be managed through the current operating budget for now. Ms. Coscia explained that transportation for the preschool will increase because of the need to add one additional afternoon bus run due to increased student enrollment.

BHS HVAC System

Mr. Cunha reported that an RFQ will be created and there is $100K in funding for the design specifications for a new HVAC system for the high school. He introduced Rod Butcher, who has maintained the boilers in the schools for 30 years. In response to Mr. Nelson, Dr. Conti replied that the MSBA funds repairs or renovation but not emergency replacement. It’s anticipated that by replacing the HVAC system, it will trigger the requirement of bringing the high school building up to code. Chair Simon requested that the RFQ include

\(^3\) Project List & Timeline

\(^4\) Monthly Financial Report
FY21 Budget Calendar

Dr. Conti reviewed a proposed FY21 Budget Calendar schedule during which the Committee will review each school and department budget.

OLD BUSINESS

FY21 Budget Guideline

Mr. Murphy was not present at the last meeting where the budget guideline was discussed; he stated the Committee typically takes a vote to approve the proposed guideline, he'd prefer to bring in the budget at guideline, and it's good to work together with other towns to meet the suggested guideline. Mr. Nelson commented that it makes sense to commit to a guideline, however, we don't have enough information at this point. Mr. Murphy further stated that at the guideline meeting with the Town's financial team, it was discussed that 3.75% would not accommodate the Superintendent's recommendation to add four staff positions and negotiated union settlements. Mrs. Monaco explained the 3.75% guideline is tight and she's not comfortable voting on a guideline that's not enough and having the Committee commit to. Budget subcommittee meetings will be scheduled soon.

Mr. Murphy commented that at the next meeting an update will be provided on the subject of Athletic Field Maintenance.

NEW BUSINESS

Ms. Coscia requested that the School Committee close out the current BHS Early Childhood student activity account and approve the transfer of the remaining funds (17,278.58) to a newly created revolving account for BHS Child Development Program (the newly created revolving account will collect field trip funds, tuition, etc.). This change was recommended in the Roselli & Clark report. Moved by Mr. Nelson and seconded by Mrs. Monaco to establish a BECC revolving account; motion carried 5-0-0.

Close Out & Transfer Funds from BHS Early Childhood Student Activity Account - Approval

Moved by Mr. Nelson and seconded by Mrs. Monaco to approve the close out of the BHS student activity account and to move the funds to the new account; motion carried 5-0-0.

Out-of-State Staff Travel - Approval

Moved by Mr. Nelson and seconded by Mr. Murphy to approve out-of-state travel for Mark Sullivan, Rick Sheehan, and Deb Deacon to the National Principals conference in Maryland on July 7-10, 2020; motion carried 5-0-0.

Homeless Policy – First Reading

An updated Homeless policy has been submitted to the Committee for a first reading; this revised policy has been reviewed by School Counsel Darren Klein. As this is a first reading, the Committee will take this under advisement and vote on it at the January 28 meeting.

PUBLIC PARTICIPATION

SEPAC parent Beth Colburn thanked Principal Sullivan for his work on the new schedule. She also noted that the new schedule and programming will need to consider/accommodate the services for special education students.

EXECUTIVE SESSION

Chair Simon announced the Committee had the need for executive session MGL c 30A, Section 21(2): Subsection 7 – For the purpose of complying with any general or special law, specifically GLc214, Section 1B – Right to Privacy; and GL c 12A, Section 9 because holding it in an open session would have a detrimental effect on the position of the public body. The School Committee will only return to public session for the purpose of adjournment. Moved by Mr. Nelson to enter executive session at 9:35 p.m. Mr. Nelson, aye; Mrs. Monaco, aye; Ms. Simon, aye; Mrs. Russo, aye, Mr. Murphy, aye; motion carried 5-0-0.

ADJOURNMENT

Moved by Mrs. Monaco and seconded by Mr. Nelson to adjourn the meeting at 10:00 p.m.; motion carried 5-0-0.

Sharon Gilbert
Recording Secretary

Date submitted: 2/11/20
Date approved: 2/11/20