TOWN OF BURLINGTON  
Meeting Posting  
Notice of Public Meeting – (As required by G.L. c. 30A, c §18-25)  

DEPT./BOARD: School Committee  
DATE: April 23, 2019  
TIME: 7:00 p.m.  
PLACE: School Committee Room, 123 Cambridge Street, Burlington, MA  

AGENDA*  

1. Approval of Minutes 3/26/19  
2. Public Participation  
3. Information/Reports  
   a). Student Representative  
   b). Subcommittee Reports  
   c). Ways/Means  
4 Instruction/Technology (7:15 – 7:30 estimated time)  
   a). BHS Senior Internship Program  
   b). Dept. of Elementary & Secondary Education PQA Audit Results  
5. Communication (7:30 – 7:45 estimated time)  
   a). Transportation Bid/Contract – Update  
   b). May Town Meeting Warrant Articles  
6. Old Business (7:45 – 8:15 estimated time)  
   a). Elementary Space Needs - Discussion  
7. New Business (8:15 – 9:00 estimated time)  
   a). FY19 Financial Update  
   b). Out-of-State Student & Staff Travel - Approval  
8. Public Participation  
9. Executive  
   a). Approval of Executive Minutes  
   a). Contract Negotiations  
10. Adjournment  

*Agenda subject to change
Chair 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: Mr. Stephen Nelson, Mr. Thomas F. Murphy, Jr., Mrs. Christine Monaco and Mrs. Kristin Russo. Superintendent Eric Conti and Director of Operations Bob Cunha also present. Asst. Superintendent Patrick Larkin and Business Manager Nichole Coscia absent.

APPROVAL OF 3/26/19
MINUTES

Moved by Mrs. Russo and seconded by Mr. Nelson to approve minutes of 3/26/19; motion carried 5-0-0.

PUBLIC PARTICIPATION

None.

INFORMATION/REPORTS

Student Representative

Riya Karmani reported on high school fundraising events. Seniors are selling tickets and making favors for the prom, finalizing plans for the senior banquet in June, and beginning the planning process for a senior trip next year to New York City.

Subcommittee Reports

Mr. Murphy reported that he and Ms. Coscia had attended a Bylaw Committee meeting two weeks ago to review the bylaw warrant article submitted by the School Department to allow for rental/lease income from school buildings to be expended by the School Committee for the upkeep/maintenance of any school facility. The Bylaw Committee was in favor of the proposed bylaw warrant article.

Ways/Means

Members in attendance: Sue Harrigan and John Ilner.

INSTRUCTION/TECHNOLOGY

BHS Senior Internship Program

Dr. Conti informed the Committee that the high school senior internship program this year has over 200 students participating. This is a capstone project for seniors as a service project, internship or full internship run between April 8 – May 17. The program is overseen by Asst. Principal Deb Deacon and teachers Shereen Tyrell and LeRoy Wong. Participating corporate partners include Mitre, CGI, Microsoft, Apple, and Amazon. Student rep Riya Karmani is participating in an internship with the LABBB program located in the high school.

DESE PQA Audit Results

The Department of Elementary & Secondary Education conducts a compliance monitoring for special education and civil rights audit every three years. The results from last fall’s audit concluded that the Special Education program was in full compliance and Dr. Conti congratulated Special Education Director Mary Houde. The audit found three areas in Civil Rights that the district was in partial compliance. One of the findings was wording in the student handbook, which was revised and approved by the School Committee at the last meeting. The other two findings are related to the review of curriculum materials by teachers to look for bias. The corrective action plan for these three partial findings has been accepted.

COMMUNICATION

Transportation Bid/Contract – Update

Mr. Cunha summarized the final process of the transportation bid: bid specifications were distributed to 16 vendors, four vendors attended the bid meeting, and only one vendor submitted a bid, our current provider A&F Bus. He distributed the Bid Form 1 submitted by A&F Bus outlining costs per day for kindergarten, regular routes, Special Education & Preschool, Special Education summer transportation and bus monitors. He then distributed a bus bid summary tabulation comparing current contract prices and the received bid prices. The one-year bid total is $2,295,751 and does not include any optional equipment.

Transportation Consultant Rich LaBrie further explained the rates were very competitive for a five-year contract, it showed a 37% increase, which provides good services at reasonable prices. The state has recently mandated benefits for part-time bus employees including paid sick time, leave with pay, a 7.87% increase in driver wages, training requirements were increased to 80 hours, an employer contribution to Mass. Health System and increased liability insurance. A&F Bus will buy a total of 8 new buses and their existing buses have lap belts. Mr. LaBrie also explained other communities are currently paying an average of $390 per bus and Burlington is paying $285; next year Burlington will pay $366 per bus and surrounding communities will pay an average of $409.

A discussion followed with some of the comments made by School Committee members:

1 Bylaw Warrant Article
2 Bid Form 1 – Revised 3/29/19
3 2019 Bus Bid Summary
disappointing that only one bid was received, the process is legitimate if only one vendor submitted a bid. A&F has been responsive to our students' bus needs, and the bid price also includes cost for transporting student athletes. In response to Mr. Nelson, Dr. Conti replied that he’d check on where bus monitors are charged; either in the operating budget or accommodated account. In response to Mr. ller, Dr. Conti will check on the $100,000 in last year’s budget for bus monitors. Mr. Cunha noted that this bid only includes special education in-district transportation.

Moved by Mr. Murphy and seconded by Mrs. Monaco that the Burlington School Transportation Bid, IFB, dated March 13, 2019, representing the Regular In District Transportation, Special Education and Early Childhood Buses, Mid-Day Kindergarten, Special Education Summer Bus Transportation, Bus Monitors, Athletic and Activity Buses, and Late Buses be awarded to A & F Bus Company, Inc. at a bid price of $ 366.00 for 3 Tier, 71 passenger buses, $330.00 for 35 passenger buses, $340.00 for WC Buses, $71.00 per day for Mid-Day kindergarten, $23.64 per hour for Bus Monitors and $82.00 per day for Late Buses, such total cost not to exceed $2,295,751.00 and on the basis of their being the lowest responsive and responsible bidder and in the best public interest; motion carried 4-0-1; Mr. Nelson abstained.

In response to town meeting member Eileen Sickler, Dr. Conti replied that only one vendor submitted a bid and bid information will be put on the school website. In response to Ways & Means Member Sue Harrigan, Dr. Conti replied that a better bid price was received by requesting a five year bid rather than a three year bid price and he’ll check if the warrant article for the transportation bid amount needs to be modified.

May Town Meeting Warrant Articles

Dr. Conti reviewed with the Committee the general bylaw warrant article4 submitted for May town meeting which would allow the School Department to retain revenue money received from school property rentals and to spend those funds on the upkeep/maintenance of any school facility. He further explained that when BayPath had rented space at the high school for a number of years with the rental income going into the Buildings/Grounds rental revolving account. This income also pays for summer custodial help. Currently LABBB is renting the same space and a bylaw change is needed in order for the School department to receive the rental income. Mr. Murphy and Ms. Coscia attended a Bylaw Review Committee meeting and they were in support of the proposed bylaw. A copy of the financial warrant article for the School Bus Contract5 was also shared with the Committee. The Committee requested that the Superintendent contact Town Administrator Paul Sagarino to ascertain where in the school operating budget the increase for the bus contract will reside. The FY20 School Budget is posted on the school website and is also available at the Town Clerk’s office.

OLD BUSINESS
Elementary Space Needs - Discussion

Chair Simon started the discussion by explaining: a statement of interest has been submitted to the MSBA for renovation of the high school and concurrently, the School Committee is speaking with town officials of other avenues of funding a renovation. She further explained that the School Committee expects to submit a statement of interest next spring for an elementary school project. The Committee will need to have a lot of meeting time scheduled for discussing elementary space needs, what the configuration for elementary grades will be for the future, and the pros/cons of all options.

Dr. Conti shared and reviewed with the Committee current student enrollment numbers4 as well as NESDEC’s student enrollment projections.

Mr. Murphy commented that the schools may need to seek other funding mechanisms for repairs to the high school rather than the MSBA as 7 statements of interest have been submitted and rejected; the town is being consulted on providing funding for future high school renovation/repairs. He further explained that the elementary schools are in need of more classrooms, Pine Glen and Fox Hill are even older than BHS, and a possibility would be to combine the two schools into one very large elementary school on the Fox Hill property. The alternative would be to renovate the two elementary schools. He’d defer to the educators if one large elementary school will be recommended but he expressed concern

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4 Bylaw Warrant Article
5 School Transportation Contract – Financial Warrant Article
6 April 2019 Student Enrollment
that it would be too large. The School Committee needs to begin the discussion and are open to suggestions.

Mrs. Monaco noted that she and Mr. Murphy are on a subcommittee to the Board of Selectman that will discuss how to have the town fund a high school renovation by looking at the bond schedule and capital planning to see where the cost could be scheduled in. If an elementary Statement of Interest is submitted to the MSBA next spring and they approve funding for an elementary project, it would be with an approximate 50% reimbursement rate. She expressed that she is in favor of retaining four neighborhood elementary schools.

Mr. Nelson commented that if a large school configuration was used, there may be fewer administrators, custodians, etc. but more teachers would be needed, as well as larger gyms and larger cafeterias to accommodate 800 students. He also stated that by the time a new elementary projects is completed in 7-8 years, it would be obsolete and still would not be enough space based on projected enrollments by NESDEC that show an additional 300 students by the year 2027. He was in favor of renovating the two elementary schools who have reached the end of their useful life.

Mrs. Russo informed the Committee that she has worked in a 800 student school building that had two sets of administrators, it was a much more complicated atmosphere with a lot of people continually in motion; she was in favor of keeping the two current elementary schools, it would be much more beneficial to Burlington, and suggested creating a flowchart to track suggestions as well as pros/cons.

Dr. Conti commented that if a larger elementary school is to be considered, it may affect the class schedule rotations through art, gym, music, where more teachers would be needed if the current schedule is kept, also larger gyms and larger cafeterias would also be needed. A large school would create a fourth tier for student buses. He further explained that other towns have different grade configurations such as having Pine Glen be all grade 5 students or all preschool & kindergarten students.

The Committee agreed that during summer meetings elementary space needs would be scheduled on those agendas.

**Distance Learning Pilot**

Dr. Conti shared the Distance Learning Pilot process that is scheduled for May in the six schools.

**NEW BUSINESS**

**FY19 Financial Update**

This agenda item will be rescheduled for the May 14 meeting as Ms. Coscia is not in attendance.

**Out-of-State Student & Staff Travel - Approval**

Moved by Mr. Nelson and seconded by Mrs. Monaco to approve retroactively an out-of-state travel request for Rishabh Prakash and Matt Carr to Connecticut on April 13; motion carried 5-0-0.

Moved by Mr. Nelson and seconded by Mrs. Monaco to approve out-of-state travel for Mrs. Studtevant and four middle school students to College Park, Maryland on June 9 – 13; motion carried 5-0-0.

**Building Rentals**

The Superintendent explained that there had been concern expressed by the School Committee regarding space rental at the middle school and he is researching the matter. The confusion seems to be that the group renting the space is using Marshall Simonds as their permanent address and the schools did not create a flyer including that information. He will review our current policy and update the Committee at the next meeting.

**Donation of Pill Dispensing Robot - Approval**

Dr. Conti reviewed with the Committee a request from Principal Sullivan to accept a donation from Lahey Clinic, who is proposing to donate a pill dispensing robot to Burlington schools to use its parts. The robot will be dismantled by a school employee prior to being given to multiple school groups (robotics, performing arts, etc.). Moved by Mr. Nelson and seconded by Mr. Murphy to accept the gift donation from Lahey.

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7 Distance Learning Pilot
8 Lahey Clinic Equipment Donation
PUBLIC PARTICIPATION

EXECUTIVE SESSION

Chair Simon announced the Committee had a need for executive session and stated to the Committee: Executive Session – 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 and to discuss contract negotiations. The School Committee will only return to public session for the purpose of adjournment. Moved by Mrs. Monaco and seconded by Mr. Murphy to enter executive session at 8:50 p.m. Mrs. Monaco, aye; Mr. Murphy, aye; Mr. Nelson, aye; Mrs. Russo, aye; Ms. Simon, aye. Motion carried 5-0-0.

ADJOURNMENT

Moved by Mr. Murphy and seconded by Mrs. Monaco at 9:25 p.m. to adjourn the meeting. Motion carried 5-0-0.

Respectfully submitted,

Sharon Gilbert
Recording Secretary

Date submitted: 5/14/19
Date approved: 5/14/19
Date revised: 5/28/19