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

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

AGENDA*

1. Approval of Warrant  
2. Approval of Minutes of 6/25/19  
3. Public Participation  
4. Information/Reports  
   a). Subcommittee Reports  
   b). Ways/Means  
5. Instruction/Technology  
6. Communication (7:15 – 7:30 estimated time)  
   a). Summer Projects - Update  
   b). Financial Update  
7. Old Business (7:30 – 8:00 estimated time)  
   a). Elementary School Building Needs - Discussion  
8. New Business (8:00 – 8:30 estimated time)  
   a). School Transportation Contract – Approval  
   b). Town of Burlington Anti-Idling Policy – First Reading  
9. Public Participation  
10. Adjournment  

*Agenda subject to change
Vice Chairman Chris Monaco 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. Thomas F. Murphy, Jr., Mrs. Kristin Russo and Mr. Stephen Nelson. Superintendent Eric Conti, Business Manager Nichole Coscia and Director of Operations Bob Cunha also present. Ms. Simon absent.

**APPROVAL OF WARRANT**

Mr. Murphy made the following statement: As you know, since the immediate family members of two School Committee members are teachers, the Committee cannot reach a quorum due to conflicts under the Conflict of Interest Law. We have been advised by counsel to invoke the Rule of Necessity to allow us to vote on any matter involving the financial interests of such family members, and by this statement, are invoking the rule. Detailed disclosures regarding the matter were made at the Committee’s April 11, 2006 meeting and recorded in the minutes, and are also on file with the Town Clerk and may be viewed in the Town Clerk’s office. Moved by Mr. Murphy and seconded by Mr. Nelson to approve the warrant; motion carried 4-0-0.

**APPROVAL OF MINUTES**

Moved by Mr. Nelson and seconded by Mr. Murphy to approve minutes of 6/25/19; motion carried 4-0-0.

**PUBLIC PARTICIPATION**

None.

**INFORMATION/REPORTS**

Mr. Murphy explained that he and Mr. Nelson had met with the Recreation Director and Kevin Sullivan to discuss a new field maintenance plan with Tom Irwin Company for fertilizing and getting away from the organic fertilizer, which is not working well. The Recreation Department would like the school department to allow the use of a new fertilizer at the Francis Wyman and Memorial fields. They have offered to do a site walk with the school committee to show the difference in fields with an organic fertilizer (Memorial & Francis Wyman) and Wildwood and Rahonis which uses a non-organic fertilizer. The representative will send written material but the school department policy of using organic fertilizer would need to be changed. Mr. Nelson further explained that the products they are proposing to use due to the ingredients, doesn’t need a government warning label and a liquid herbicide would be applied, it’s absorbed by the leaves of the plant, and when it sinks into the ground it’s neutralized. He also noted that the optimum time to apply the new fertilizer is at the end of June and the end of August. The School Committee briefly discussed: setting up a tour of the fields for the second week of August, the pros/cons of organic fertilizer, would a new fertilizing plan cost more money, and that a school department policy change will require an affirmative vote of four members of the School Committee.

**Ways/Means**

Sue Harrigan, John Iler and Diane Creedon in attendance.

**INSTRUCTION/TECHNOLOGY**

Dr. Conti stated that Burlington Public Schools has received at $50,000 Innovations Pathways Grant for the 2019-20 year. Innovation Pathways will give students coursework and experience in a specific high-demand industry, such as information technology, engineering, etc. The Superintendent thanked Amazon for their participation this spring with BHS students in the reverse internship program for seniors.

**NEW BUSINESS**

School Transportation Contract - Approval

By consensus, this item was taken out of order. Mr. Cunha explained that the transportation contract included in the Committee’s meeting packet was prepared by Attorney Darren Klein and has been signed by Trombly Motor Co. President John McCarthy.

Moved by Mr. Murphy and seconded by Mrs. Russo to approve and execute the school transportation contract between Burlington Public Schools and Trombly Motor Coach Service, Inc. for a term of five (5) years conditioned upon a satisfactory 100% performance bond being furnished for the first year of the contract as required by the contract and bid specification documents upon our election, and further reserving the School District’s right to require a performance bond in future years of the contract if so elected; motion carried 3-0-1; Mr. Nelson abstained.

Mr. Murphy welcomed Trombly Motor Co. and stated that the school district is looking forward to working with them. President John McCarthy and Vice President Christine Vallacourt thanked the School Committee. Mr. McCarthy explained that he’d met with former A&F drivers, and 16 drivers and 4 monitors had filled out applications with them. He
further explained that he is willing to hold parent meetings before school begins if the school district would like to do that.

In response to Mr. Iler, Mr. Cunha no extra options have been included at this point; however, options can be added later if the School Committee would like. Vice Chair Monaco read the July 11 letter from SEPAC expressing concerns regarding transporting in-district special education students by Trombly Motor Co., video & sound recordings, and the need to create a complaint form. Mr. McCarthy explained that cameras will be on buses at no additional charge, cameras work 85% of the time, they do the best they can with the technology, cited FERPA laws, and informed the Committee it will need to be advertised that video/audio is being recorded on buses. In response to Vice Chairman Monaco, Mr. McCarthy explained that each tape holds approximately 48 hours of video, which is approximately 2 weeks. Videos are routinely recorded over. They don't look at the cameras regularly, but randomly review cameras, and they are checked quarterly to make sure they are in working order. Each bus is equipped with GPS and the child checkmate system for every bus driver to utilize. Vice Chair Monaco confirmed that cameras will be on in-district special education buses and on BECC preschool buses and would like to be advised on how long video recordings are held and who can see them and when. Mr. Russo remarked that she doesn't want to have students sit on the bus 10 minutes prior to the start of the school day or to have to wait for the bus for 30 minutes at dismissal at the end of the school day. Vice President Christine Vallacourt explained they are using A&F current bus routes, and anticipates that bus stops and times will only change with the addition of new students. They are trying to keep everything as consistent as possible and with live GPS, they will know if a bus is running late or having problems.

Mr. Cunha reported on the progress of summer projects:
- 9,000 free LED lights installed; 10,000 additional LED bulbs will be requested
- Fox Hill – four walls framed & wired
- Francis Wyman – 4 bathrooms being renovated
- MSMS walls being painted & repaired, cafeteria tables ordered
- Pine Glen 2 water stations being installed, sewer pumps haven't been installed yet
- BHS – Project Adventure course on BHS band field laid out - waiting for delivery of equipment
- Walkie-talkies received and in process
- Projectors are being installed
- Francis Wyman – two projects going out through the bid process (fire alarm & hvac)
- MSMS – replacement boiler bid being worked on

In response to Mr. Nelson, Mr. Cunha replied that he will update the Committee at the next meeting on when the Francis Wyman air conditioning project will be completed. Dr. Conti remarked that 300 students attended the summer programs at Memorial and the middle school. The summer central program is located at the middle school and when elementary students finished their morning program at Memorial, teachers accompanied them to their afternoon program at the middle school.

Dr. Conti stated that the FY19 budget is still being closed out, there are no issues, but invoices are still being received. Ms. Coscia further explained that she needs to close out grants, do some reclassifications, and process final invoices. In response to Mrs. Monaco, Ms. Coscia replied that no financial transfers were needed to close out FY19. July financials will be available at the August meeting. Ways & Means member Ms. Creedon suggested that going forward the financial update should be a snapshot at the end of each month and then a separate year end budget closeout report. Dr. Conti stated that the purpose of the monthly report is to show each individual month's expenditures and remaining budget funds and is not a year end report as for example, a June 30, 2019 year end report would be incomplete and not include final invoices. In response to Ms. Harrigan, Mr. Cunha explained that the summer special education transportation was provided with the help of the LABBB collaborative.

Dr. Conti noted that the financial analyst has departed to take a job closer to home, the position has been re-posted, and they are again short staffed. He also commented that town government has been requested to reach out to Powers & Sullivan on behalf of the school department to inquire about the completion of agreed to procedures and revolving account
reviews.

The Superintendent suggested that the School Committee submit for September town meeting a placeholder warrant article to reduce the FY20 budget allocation based on savings to be realized from the reduced cost of the new bus contract. Tonight’s meeting is the last meeting prior to the warrant article submission deadline for September town meeting. The Committee briefly discussed: with last year’s overspent school budget, the town supported additional funding and reducing the FY20 transportation budget is a similar action; potential reduction amounts, submitting a blank dollar figure on a warrant article, and if two placeholder warrant articles should be submitted (one for the operating budget and one for the accommodated budget). Moved by Mr. Nelson and seconded by Mr. Murphy to submit a placeholder warrant article to reduce the operating budget by an amount to be determined to reflect the revised new bus contract approved; motion carried 4-0-0. Moved by Mr. Nelson and seconded by Mr. Murphy to submit a placeholder warrant article to reduce the accommodated budget by an amount to be determined to reflect the revised new bus contract approved; motion carried 4-0-0. Dr. Conti remarked that Attorney Klein will draft language for the warrant articles.

OLD BUSINESS
Elementary School Building Needs - Discussion

The Superintendent explained that this is a standing agenda item and that Mr. Larkin will be creating a repository for people to submit ideas/suggestions. Dr. Conti will provide an elementary student enrollment update at the August 20 meeting.

NEW BUSINESS

Ms. Coscia requested the School Committee approve a $35,947.71 transfer from the international students account to the school lunch account to closeout the 2018-19 school year deficit. Moved by Mr. Murphy and seconded by Mr. Nelson to approve the sum of $35,947.71 to be shifted from the international student account to the school lunch account; motion carried 4-0-0.

Town of Burlington Anti-Idling Policy – First Reading

Dr. Conti explained that town government had requested the School Committee approve two policies: an anti-idling policy and a fuel efficient vehicles policy. Vice Chair Monaco read a statement from Ms. Simon who was unable to attend this meeting: “I am pleased that the Town of Burlington is beginning to consider environmental and energy efficiency policies. As our high school students have suggested to us, I believe that we, as a School Committee, can initiate and encourage actions like these to help reduce health and environmental hazards and to reduce our carbon footprint. I am in support of the anti-idling and electric vehicle policy that is being proposed tonight.” The School District has an anti-idling policy that was adopted in 2010, which Mr. Nelson observed was stricter than the one proposed by the town. Mr. Cunha will contact town government to clarify if we need this additional policy, should the town policy be meshed into the schools or be an addendum.

PUBLIC PARTICIPATION

None.

ADJOURNMENT

Moved by Mr. Murphy and seconded by Mr. Nelson at 8:30 p.m. to adjourn the meeting. Motion carried 4-0-0.

Respectfully submitted,

Sharon Gilbert
Recording Secretary

Date submitted: 8/20/19
Date approved: 8/20/19