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By Town Clerk's Office at 9:46 am, Feb 15, 2023

DATE: Tuesday, January 24, 2023
TIME: 7:00 pm
LOCATION: 123 Cambridge Street, Burlington, MA 01803
Administrative Offices, School Committee Room



January 24, 2023 - School Committee Members

ATTENDEES

MEMBER(S) PRESENT: Chair, Ms. Katherine Bond, Vice Chair Mr. Carl Foss, Ms. Martha Simon, Ms. Chris Monaco, Ms. Melissa Massardo, Superintendent Dr. Eric Conti, Finance Director, Ms. Nichole Coscia, Director of Operations Mr. Bob Cunha, and BHS Student Representative Mr. Matt Shannon

MEMBER(S) REMOTE: None

MEMBER(S) ABSENT: None

GUEST(S) PRESENT: Mr. Steve Morin, Ways and Means Committee

GUEST(S) REMOTE: Mr. Dennis Villano, BPS Director of Technology Integration

PUBLIC PRESENT: None

PUBLIC PARTICIPATION REMOTE: None

CALL TO ORDER

Chair Bond called the meeting to order at 7:00 p.m. and read the following statement: The public can also access this meeting via WebEx Technology. The Burlington School Committee will hear public comment in person and virtually. Meetings are also broadcast live on Burlington Cable Access TV (BCAT) as usual. Chair Bond reminded participants that comments and statements are limited to 3 minutes each. Meeting Access Code: Meeting number (access code): 2347 526 9093 | Password: Tuesday.

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EQUITY STATEMENT

Educational equity means that every child belongs and receives whatever support he/she/they need to develop his/her/their full academic, emotional, and social potential to learn and thrive every day. This begins with kindness and valuing the humanity of every child or individual.

APPROVAL of WARRANT

Ms. Monaco made a motion to approve the warrant as submitted; seconded by Mr. Foss.
Ms. Monaco - aye, Ms. Simon – aye, Mr. Foss – aye, Ms. Massardo – aye, Ms. Bond - aye.
Motion Carried 5:0:0.

APPROVAL of MINUTES

Ms. Simon made a motion to approve the meeting minutes of 1/10/23 as amended; seconded by Mr. Foss.
Ms. Monaco - aye, Ms. Simon – aye, Mr. Foss – aye, Ms. Massardo – aye, Ms. Bond - aye.
Motion Carried 5:0:0.

PUBLIC PARTICIPATION

None.

INFORMATION / REPORTS

Student Report

Mr. Shannon informed the committee of a BHS Coffee House concert this evening that includes playing music, singing, and reciting poetry. DECA is having a silent auction on January 26, 2023; there is a link to the auction items. The proceeds from the silent auction will help raise money for the DECA Ivy fund and competition.

Subcommittee Reports

Ms. Simon informed the committee that the Youth and Family Services had their Board meeting last week and there are a couple of new members on the committee. Ms. Simon stated the Youth and Family Service are doing well right now as there is not a long wait for services.

Ways and Means Report

Mr. Morin has the proposed schedules for the budget and has passed it on to the Ways and Means Committee.

Other Announcements

Dr. Conti congratulated BHS students, Julia Kline and Madison Spreadbury, as they were selected for inclusion in this year's Emerging Young Artists 2023 Juried Exhibition, hosted annually by the College of Visual and Performing Arts at the University of Massachusetts Dartmouth. Ms. Kline's and Ms. Spreadbury's work were chosen by Dean Lawrence Jenkins, who selected 120 works to be in the exhibition, out of more than 500 entries.

Program of Studies

Dr. Conti explained the committee had the first reading of the Program of Studies at the last meeting on January 10, 2023. A second reading will take place at the next meeting on February 14, 2023, however, Dr. Conti asked for a conditional vote at this meeting so the high school can move forward.

Ms. Monaco made a motion to approve the Program of Studies that was presented on January 10, 2023; Ms. Simon seconded.
Ms. Monaco - aye, Ms. Simon – aye, Mr. Foss – aye, Ms. Massardo – aye, Ms. Bond - aye.
All in favor 5:0:0

LEARNING, EQUITY, THRIVING

FY24 Capital Warrant Article Requests & 10-year Capital Plan

Dr. Conti explained that the kickoff for the FY'24 budget will be out of the usual order this year; it will start with the 10-year capital plan and warrant articles. The kickoff is also starting earlier this year to allow more time for communications and preparation for Town Meeting. Dr. Conti stated that as of now, there are no firm numbers for the projects planning to be discussed but the numbers will be filled in as the process moves forward.

Ms. Coscia noted the 10-year plan she distributed to the committee shows last year's articles that were approved by Town Meeting. For FY'24 there are no projects listed, yet, because they haven't been determined but once they are, they will be filled in.

Ms. Coscia stated that she is working with the town's finance team on a 10-year plan to be sure the plan captures projects with anticipated borrowing commitments from the Town's debt schedule. There are no amounts, but again, once there are concrete numbers those will be added.

Dr. Conti intervened to make an example of the Fox Hill Building project that have no numbers but when available those numbers will be added. Dr. Conti explained that Ms. Coscia is working with the town to finalize the Fox Hill Building project numbers and, again, once those numbers are established, she will add them. Dr. Conti stated that although the district receives reimbursement from the state, Town Meeting has to approve the total cost.

Ms. Coscia clarified the bottom of the schedule where there are three (3) bullet points. Those are items in which we are aware of but are not on the schedule, but those items will be added as the process moves forward. Ms. Coscia noted that the last column is only estimated.

Mr. Cunha stated the 2-sided document distributed to the committee is a request list and not firm warrants. The intent of this document is to showcase the warrant requested from department heads or cost centers. Mr. Cunha explained that quotes are being worked on and once the quotes are finalized, they will be added. Mr. Cunha stated that this list is an overview, not a priority list, and summarized each item for the committee.

There were questions and answers as Mr. Cunha proceeded down the list of each item.

Dr. Conti stressed that at last year's Town Meeting a field study for all of the recreational spaces in town were approved and it was the expectation that if they found any safety issues or needed upgrades, those would be prioritized. Dr. Conti stated Town Meeting wanted to see a full field study, which will be a future agenda item.

Discussion ensued relative to feasibility studies, various projects, and funding.

Warrant Article for BHS Feasibility Study

Dr. Conti stated that usually there is a dollar figure from the town to fit the warrant articles under and over the past few years it's been approximately \$1.5 million. Dr. Conti explained the Ways and Means Committee would identify a dollar amount and that would be split fifty percent (50%) between town warrant projects and school warrant projects. Dr. Conti noted that since the school has many things to do, the full feasibility study would use all of that money, so it makes sense to just limit it to one important request in order to make progress. This would also allow us to request more efficient use of the town's money because after the feasibility study, we could rely on an expert to give us direction. Dr. Conti asked the committee to discuss this approach with the feasibility study being a separate warrant article from the other warrant articles that are needed to just maintain the buildings.

The committee was in agreement to keep the feasibility study as a separate warrant article.

BPS District Library Programs Policy/First Reading

Dr. Conti stated that Mr. Dennis Villano, Director of Technology, is remotely attending the meeting to explain the Library Program Policy.

Mr. Villano stated that the policy existed before, although it was separate for each of the levels of school. Now it is consolidated as one policy for all schools. Mr. Villano explained having one policy for the whole district is more consistent than separate policies for each of the school levels.

Letter to MSBA for ARPA Pandemic Funds from the State

Dr. Conti stated there was discussion with the committee about funding to support communities impacted by inflation in terms of projects already in the pipeline. Dr. Conti incorporated this into a letter to Representative Kenneth Gordon and Senator Cindy Friedman. He further explained that Burlington wouldn't directly benefit from this advocacy because our projects have been completed and this letter is to help other districts effected from the instability in the marketplace. Dr. Conti asked if the committee would like to edit the letter prior to sending it out.

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Ms. Simon offered to work with Dr. Conti on edits to the letter.

Food Service Update

Dr. Conti stated the bid process is complete for food management only, and it will not impact food service workers. He stated he would like the district to attempt this approach for at least the remainder of this year.

Ms. Coscia recapped the benefits of a food service management company, such as expanded food options for students, and that the food service company would guarantee for the district, so there are no financial risks. Ms. Coscia explained there were three (3) responses from the RFP advertisement. The technical proposals were evaluated and ranked with the highest ranked being Whitsons, followed by Fresh Picks, and then Aramark. Ms. Coscia stated that after the technical proposals were ranked, the sealed price proposals and financial guarantees were reviewed with the following results: \$90K Whitsons, \$68 Fresh Picks, and \$25K Aramark. The recommendation is to award the proposal to Whitsons, who is currently the food service company for many of the other districts in Massachusetts.

There was discussion relative to the pros and cons of hiring a food service management company.

Ms. Massardo made a motion to move forward with the food service vendor RFP, Whitsons; Ms. Simon seconded.

Ms. Monaco - nay, Ms. Simon – aye, Mr. Foss – aye, Ms. Massardo – aye, Ms. Bond - aye.

Motion Carried 4:1:0 by Roll Call Vote.

FACILITIES / FINANCE

Budget Calendar

Dr. Conti stated that Ms. Coscia shared the budget calendar although there still needs to be subcommittee meetings scheduled.

Ms. Coscia stated there is a special meeting added on March 21, 2023, which is strictly for the budget.

Fox Hill School Building Committee

Mr. Cunha stated there was a Designer Selection Process meeting on January 17, 2023, which is part of the MSBA process. There is a second follow-up meeting scheduled for January 30, 2023.

BHS Update

Dr. Conti stated there are no updates at this time and the next objective for this project is to put out an RFP for a feasibility study.

EXECUTIVE SESSION

Motion was made by Mrs. Monaco to enter into Executive Session at 8:57 pm; seconded by Mr. Foss.

Ms. Monaco - aye, Ms. Simon - aye, Mr. Foss - aye, Ms. Massardo – aye, Ms. Bond - aye.

Motion Carried 5-0-0 by a Roll Call Vote.

ADJOURNMENT

Motion was made by Ms. Simon to adjourn at 9:15 p.m.; seconded by Ms. Monaco.

Ms. Monaco - aye, Ms. Simon - aye, Mr. Foss - aye, Ms. Massardo – aye, Ms. Bond - aye.

Motion Carried 5-0-0.

SUBMITTED

Respectfully,

Marianne Fabbri
Recording Secretary

Date Submitted: 2/14/23
Date Approved: 2/14/23

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By Town Clerk's Office at 9:13 am, Feb 15, 2023



TOWN OF BURLINGTON

Executive Session of January 24, 2023 was called to order by Ms. Katherine Bond, Chair, at 8:57 p.m.

Chair Bond read the following:

Executive Session: Pursuant to G.L. c. 30A, § 21(a)(7) to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements ("Purpose 7"), the Open Meeting Law, G.L. c. 30A, §§ 22(f), (g), to review the School Committee's July 19, 2022 and August 16, 2022 executive session meeting minutes; votes may be taken.

Present: Ms. Katherine Bond, Mr. Carl Foss, Ms. Martha Simon, Ms. Melissa Massardo, Ms. Monaco, Dr. Eric Conti, Ms. Nichole Coscia.

The minutes of 7/19/22 and 8/16/22 were distributed to the committee.

Dr. Conti explained there was a public records request for the settlement agreement and contract and the School Committee executive session minutes of 7/19/22 and 8/16/22. The committee needs to vote to release these minutes.

Ms. Simon moved to amend the minutes of 7/19/22 in reference to Mr. Larkin's three (3) year contract.

Approval of Executive Session Minutes – July 19, 2022

Ms. Monaco moved to approve and release the amended minutes of 7/19/22; Mr. Foss seconded.
Ms. Massardo - aye, Ms. Simon - aye, Mr. Foss - aye, Ms. Monaco – aye; Ms. Bond - aye.
Motion Carried 5-0-0 by Roll Call Vote.

Approval of Executive Session Minutes – August 16, 2022

Ms. Monaco released the minutes of 8/16/22; Ms. Massardo seconded.
Ms. Monaco – aye, Ms. Simon - aye, Mr. Foss - aye, Ms. Massardo – aye, Ms. Bond - aye.
Motion Carried 5-0-0 by Roll Call Vote.

Chair Bond requested a motion to end Executive Session and return to Regular Session.

Motion to Adjourn Executive Session

Ms. Simon made a motion to end Executive Session; Mr. Foss seconded.
Ms. Monaco – aye, Ms. Simon - aye, Mr. Foss - aye, Ms. Massardo – aye, Ms. Bond - aye.
Motion Carried 5-0-0 by Roll Call Vote.

Executive Session adjourned at 9:14 p.m.

Respectfully Submitted,
Marianne Fabbri

Date Submitted: 2/14/23
Date Approved: 2/14/23