TOWN OF NORWOOD
School Committee Meeting
Remote (On-Line)
Wednesday, March 9, 2022

A remote (on-line) meeting of the Norwood School Committee was held on Wednesday, March 9, 2022 (remote due to the Covid-19 virus). The meeting was called to order at 6:45 p.m.

Governor Baker issued an Executive Order modifying certain requirements of the Open Meeting Law, to enable public bodies to carry out their responsibilities while adhering to public health recommendations regarding social distancing.

"In addition, all members of a public body may participate in a meeting remotely; the Open Meeting Law's requirement that a quorum of the body and the chair be physically present at the meeting location is suspended.

Committee Members Present:. Ms. Teresa Stewart, Chair; Ms. Myev Bodenhofer, Ms. Ann Marie Mazzola and Mr. David Hiltz

Committee Member Excused: Dr. Joan Giblin (travelled out of state for work)

Administrators Present: Dr. Dave Thomson, Superintendent of Schools; Dr. Alec Wyeth, Assistant Superintendent for Instruction, Curriculum and Assessment; Ms. Karin Sheridan, Director of Finance and Operations and Mr. Dana Brown, Director of Strategic Initiatives and Logistics

Minutes: Mrs. Bodenhofer made a motion to approve the following minutes (with an edit to the Middle School Public Forums. She is no longer serving on the Middle School Building Project Committee and David Hiltz taken her place. Donna Doliner will make the edits):

-February 16, 2022 (Business Meeting)
-February 16, 2022 (Executive Session)
-February 17, 2022 (M.S. Building Project Public Forum - #8)
-March 7, 2022 (M.S. Building Project Public Forum - #9)

Mr. Hiltz seconded this motion. The Committee voted unanimously in favor 4-0

Correspondence: None.

Warrants: Chairwoman Stewart informed that Ms. Mazzola signed warrants on behalf of the School Committee. Ms. Mazzola then shared the warrant report.

Payroll Warrants:	$1,776,116.73
Accounts Payable Warrants:	$ 48,526.71
	$ 4,811.88
	$ 99,400.85
	$ 16,451.62

	$ 5,268.25
	$ 89,794.10
	$ 16,502.46
	$ 7,811.91
	$ 3,801.64
Total Expenditure:	**$2,068,503.15**

The Chair will move a couple of items up in the agenda so that Public Forum will start at 7:05 p.m.

Appearances: Technology Capital Outlay Requests: Mr. Joe Kidd presented the NPS Technology Capital Funding Requests for FY2023.

-Network Switch Replacements – Approx. $30,000
Total cost of project based on preliminary pricing for switch replacements Minus an anticipated 60% discount through the e-Rate program.

-Wireless Access Point Refresh Phase 3: Approx. $14,000
Total cost of project based on preliminary bids for 33 wireless access point replacements, 5 year licensing minus an anticipated 60% discount through the e-Rate program

-Firewall Refresh: Approx. $23,000
Total cost of project based on preliminary pricing for two firewall replacements minus an anticipated 60% discount through the e-Rate program.

Total Capital Request for Technology in FY23 - $67,000

Mrs. Bodenhofer made a motion to approve the capital outlay requests, which was seconded by Ms. Mazzola. The Committee voted in favor 4-0.

Old Business: School Year 2022-2023 Calendar: Dr. Thomson and Dr. Wyeth presented the revised *School Year 2022-2023 Calendar*. This has been reviewed with the Teacher's Union. Convocation for staff will be on September 1st and the first full day of school for students will be September 7th.

Mr. Hiltz made a motion to approve the calendar, which was seconded by Ms. Mazzola. The Committee voted in favor 4-0.

Policy: Recess Policy: Chair Stewart reminded that this policy was already approved but needed to be put on the website for public comments.

Dr. Thomson said he received no comments regarding this policy.

Since there were no comments, Ms. Mazzola made a final motion to approve the Recess Policy, which was seconded by Mrs. Bodenhofer. The Committee voted in favor 4-0.

Public Forum: Chairwoman Stewart informed that this was the time in the meeting for members of the public to address the School Committee with items that they would like to see on a future agenda. She reminded that there are now two ways the public can participate in the public forum portion of the meeting. (1) Through the email address: npsschoolcommittee@norwood.k12.ma.us . Emails can be sent in advance of the meeting or until the public forum is declared closed. (2) Call the Superintendent's Office at 781-762-6804 by noon on the day of the meeting to register and receive a meeting link that will be accessible for public forum only.

The Chair reminded that the Public Forum policy allows for up to 30 minutes in length and that individuals can speak or their email will be read for up to 3 minutes. The Chair will read the emails or call the registered speakers to speak in the order that the email was received or the time they registered as a speaker. This is a time for the Committee to listen and is not time for discussion and debate. The Chair opened up Public Forum at 7:02 p.m.

There were a couple of emails received for this evening's meeting.

The Chair read an email from Tom and Liz Healey regarding the School Start Time change. They stated that the Committee did not have enough parent or teacher involvement in this major, life-altering decision. They asked that the Committee listen to those parents and staff now.

There was an email from Colleen Randall regarding the School Start Time change. It was the same letter received from the Healey's.

There was an email from Lois D'Alessandro regarding the School Start Time change. She said she was still in awe that the school start times are going to be changed even though the teachers and parents are asking you to reconsider this item. She stated the reasons why she was against this change. The Chair did not read the entire email, as it was longer than 3 minutes, but the Member have received this entire email.

Trish Harrington – Regarding School Start time changes. She drives a school bus in Norwood and was not included in a survey on this matter.

Sarah Quinn – emailed in favor of the new MS Building Project – all of the PTO's and PTA's are in favor of the new M.S. Building. She asked the Town to vote in favor.

Steven Trovato – regarding School start time change – Mr. Trovato said he was recently unsuccessful in asking for a non-binding question on the upcoming

ballot. He would like to know why the School Committee will not listen to the many people against this change.

Appearances: Student Services Department Update and Caseloads: Ms. Cimeno said she was very happy to be here this evening to present the Student Services Update on the 5-year plan. She reviewed the five objectives. Ms. Cimeno stated that as of 10/1/22 the eligibility for Norwood students was 22.3% and the Commonwealth was 18.9%.

-Objective 1: Close eligibility gap between Norwood and Commonwealth
Action Steps: -Centralized evaluations;
-Introduction of general education interventionists, all levels;
-Administration reading *Six Shifts to Improve Special Education* and *Other Interventions;*
-Continue to monitor eligibility rates; analysis of rate of eligibility for initial evaluations and origin or referral

-Objective 2: Improve specialized program locations
Action Steps: -Continue conversation and planning for "like" programs to be Together at elementary level;
-Plan in place should CMS Project be approved;
-Growth of programs at NHS scheduled for 2022-2023 School Year: LEAP

-Objective 3: Respond to increase in reading intervention needs
Action Steps: -Grade K-2 use Renaissance CBM as universal screener 3x per Year;
-Addition of Interventionists increased Tier 2 & 3 interventions;
-Most buildings have dedicated literacy block;
-Proudly have HQIM for literacy – myview and fundations – evidenced by state;
-Data meetings happening 2-3 times each year at every bldg;
-Trained 30 staff members in 3-day Wilson Training summer 2021;
-Currently have 7 staff members participating in Wilson Level One, year-long training;
-Staff and Administration participated in Highlander, culturally proficient teaching professional development during 2021-2022 school year;
-Piloted 5th grade Co-teaching program at Oldham Elementary

-Objective 4: Restructuring of Student Services Department
Action Steps: -Student Services Handbook rolled out in Jan. 2022;
-Updated shared Special Education Google drive;
-Welcomed two new highly qualified Team Chairs;

-Continuing conversation with Department; survey in March 2022

-Objective 5: Expand Mental Health Supports
Action Steps: NHS Partnership with McLean's Hospital
-Local Partner;
-Very positive relationship with all parties;
-Case management;
-Clinical rounds;
-Professional development; and
-Weekly interaction; staff and student level

Ms. Cimeno then shared thoughts about the equity audit:
-Hard truths;
-Information we are award of and working with daily;
-Staff members are stretched and working hard; growth is real;
-Dedicated, caring teachers

Ms. Cimeno shared the continuum of services and reviewed specialized programs.
-PACS – 7 classrooms;
-TASC – 6 classrooms;
-LBLD – 3 programs;
-PLC - 5 classrooms;
-LEAP - 4 classrooms
(235 Students supported by Specialized Programs)

Ms. Cimeno shared the action steps for the Equity Audit:
-Collaborate with general education to intervene prior to eligibility;
-Decrease time removed from core content, increase push in services;
-Engage in comprehensive review of caseloads and distribution of FTE's at the Elementary level;
-Continued long term planning for specialized programs and growth patterns, all levels;
-Growth of students greater than growth of staffing;
-Lack of physical space to grow in-district programs; and
-Time to meet all competing professional development needs.

Ms. Cimeno shared the staffing requests already approved for FY22 and staff requests for FY23. She also shared that there are currently 68 students in out of district placements this year. It is projected that there will possibly be 72 students in out of district placement for FY23. This would mean a budget change of $896,422 over FY22.

Superintendent's Report and/or Late Agenda: Dr. Thomson updated that last week there were 4 students and one staff member who tested positive for Covid.

Middle School Project Update: Mr. Brown updated that on March 2, 2022, the Massachusetts School Building Authority voted to approve Norwood's Middle School Building Project along with funding of $46 million. Mr. Brown shared that this has been a very extensive project that has been a work in progress for the past five years. Town Meeting needs to approve this and then it needs to pass at the Town Election.

Dr. Thomson shared the website that has all the information for this project: https://newcmsproject.org .

CMS Tours:

-Wednesday, March 16th 6:30 p.m. – 8:00 p.m.
-Saturday, March 19th 10:30 a.m. – 11:45 a.m.
-Saturday, March 26th 11:00 a.m. – 12:30 p.m.

School Start Times 2022-2023 – Implementation Update: Dr. Thomson updated that:

-In discussion with Teachers' Union;
-Looking at Lunch Schedules;
-Notifying childcare and other programs of time changes (50+);
-Master schedules development;
-Extended Day Planning.

The Chair informed that Extended Day has been included and part of discussions around school start time changes.

Dr. Thomson updated on the fantastic winter sports season.

The girls' hockey team had a great season and lost in a heart breaker of a game. The boys hockey, girls hockey and boys basketball are still playing in the post-season and he wished them all good luck.

Budget: FY23 Budget: Mrs. Bodenhofer updated that the Budget Sub Committee has met and will be making some recommendations under *New Business* later in this evening's meeting about substitute pay.

Mrs. Bodenhofer said that the Budget Balancing Committee met yesterday and voted to increase the bottom line number for the schools to meet our needs (with increases due to special education and English language learners in particular). This was approved unanimously by the Budget Balancing Committee last night. The Budget Balancing Committee has now completed it's duties for this year and will not be meeting again until 2023.

The Budget Sub Committee met today and reviewed a proposed policy from MASC regarding grants (to supplement the budget or supplant the budget). The

Budget Sub Committee reviewed this item with Ms. Sheridan and does not support adopting this MASC Policy at this time.

Ms. Sheridan updated on Substitute Pay:

Administrative Assistant Subs:	Current	Recommend
(Minimum wage adjustment as of 1/1/22 = $14.25)	$13.50	$14.25

(Minimum wage adjustment on 1/1/23 will be $15.00)

Mrs. Bodenhofer made a motion to set Administrative Assistant Substitutes to minimum wage and to adjust as minimum wage adjusts, which was seconded by Mr. Hiltz. The Committee voted in favor 4-0.

Daily Substitute Pay:	Current	Recommend
No Degree:	$80	$98
College Degree:	$85	$103
Certified Teacher	$90	$108

Mr. Hiltz made a motion to approve the new Daily Substitute Teacher pay rates, which was seconded by Ms. Mazzola. The Committee voted in favor 4-0.

Public Participation: Chair Stewart reminded that before the pandemic (before March, 2020), the School Committee was meeting in-person and always had public forum in-person at the beginning of the meetings, up to 3 minutes per person with a maximum of 30 minutes. It was/is a time to listen to the members of the community speak about items they want discussed at a future meeting, and not a time for dialogue, debate or discussion.

She reminded that it is not legally required to have pubic but it is something the Norwood School Committee has always chosen to keep as part of the meetings. She informed that the Norwood School Committee is the only board in Town to have a pubic forum at each meeting. She reminded that an email address was set up as a way to continue to have public forums even with remote meetings. In October of 2021, the Committee decided to add the ability for the pubic to join the meeting through Google meet during public forum.

The Chair informed that the School Committee has decided to start the transition to in-person meetings and will go to hybrid meetings starting with the next School Committee Meeting, which will be on March 23, 2022. The Chair shared the proposal for public forum for the hybrid model, which was reviewed by legal council and Dorothy Presser, representative at MASC.

Public Forum will be offered in two ways:

(1) Remotely, through the Google Meeting; and

(2) Through in-person participation.

Remote participation would still involve calling the Superintendent's office by noon on the day of the meeting to pre-register. It is recommended that in-person people also choose the pre-registration option by calling the Superintendent's office and putting their name on the list. People can show up at the start of the meeting and sign up then as well, but it is a first come, first serve basis and there is a 30-minute limit to Public Forum.

The Members had an opportunity to share their thoughts.

Mrs. Bodenhofer informed that these two options would eliminate the need to read emails at public forum. She reminded that people could still choose to email the members directly with their questions and concerns, adding that direct email is the best way to reach Members.

The Chair said the Dr. Giblin is on her way back from an out-of-state work trip and has sent her thoughts in favor of continuing to provide an option for emailing for public forum comments and for moving towards in-person meetings, which the Chair read out loud.

Ms. Mazzola shared her reasons why she would like to see an email option continue for public forum.

The Chair said that from a management/operational perspective, it would get very complex juggling 4 different ways of participating.

Dr. Thomson said emails were never part of the equation before the pandemic. This was a way to participate during remote meetings. He said that emails to the Members have always been available and will continue to be available.

Mr. Hiltz made a motion to adopt the updated Public Participation at School Committee Meeting document dated 3/922, which was seconded by Mrs. Bodenhofer. The Committee voted in favor 4-0.

Chair Stewart informed that there are a lot of moving pieces to this transition. This update policy document will be uploaded to the website tomorrow and the one that specifies the remote option will be taken down. The Chair will email Mr. Kidd to let him know that the public forum email account will now have an automated "out of office" message that will let the public know that the email account is no longer being utilized and is no longer a way for public forum. There will be information on the message with the individual School Committee Members' emails linked to the message. The Chair added that we will need to change the wording of how we will be posting meetings going forward. She will work with Mrs. Reardon, Ms. Smith and Mrs. Doliner on the wording.

Old Business: School Year 2022-2023 Calendar (moved up in agenda)

New Business: Superintendent Evaluation: Ms. Mazzola and Mr. Hiltz shared how they came up with the composite of the Superintendent's Evaluation. The Summary of Evaluation is as follows:

-District Improvement Goals:	Met
-Student Learning Goals:	Met
-Professional Practice Goals:	Significant Progress
-Standard I: Instructional Leadership	Proficient
-Standard II: Management & Operations	Proficient
-Standard III: Family & Community Engagement	Proficient
-Standard IV: Professional Culture	Proficient
-Overall Performance	Proficient
-Impact of Student Learning	Moderate

There was just one area that needed to be deliberated on regarding Student Learning Goal 2. The Chair spoke with Dr. Giblin who had a chance to review the compilation document and is comfortable with the Committee voting on this one area this evening.

Mr. Hiltz said as the newest member of the School Committee, he has only been here for a year of what is a two-year cycle. He said he would defer to the three Members here this evening that have been here for the two-year cycle.

Ms. Mazzola said there were just enough significant challenges that kept the goal from being met. She felt it should say "Significant Progress".

Mrs. Bodenhofer thanked Ms. Mazzola and Mr. Hiltz for summarizing the individual evaluations and putting together the composite document. She felt that, at this point, it made sense to go with "Significant Progress".

The Chair said that she agrees that Ms. Mazzola did a great job capturing the collective voice from the individual evaluations and she agreed that Student Learning Goal 2 should read "Significant Progress".

Ms. Mazzola made a motion to accept "Significant Progress" on Student Learning Goal 2, which was seconded by Mrs. Bodenhofer. The Committee voted in favor 4-0. The Chair confirmed that the overall student goal was met.

Mrs. Bodenhofer informed that DESE states that Proficient is "the rigorous expected level of performance".

Mrs. Bodenhofer made a motion to approve the compilation evaluation this evening with the change to Learning Goal 2, which was seconded by Mr. Hiltz. The Committee voted in favor 4-0.

The Chair and Mr. Hiltz will meet with Dr. Thomson in March to set the new set of goals for the next evaluation.

District Communications: Dr. Thomson said this is going to be a process, but the three steps we should start with at this point to create some district guidelines are:

1. Gather date on what forms of communication are used in District;
2. Evaluate uses and effectiveness (Data and Surveys);
3. Create District Communication Guidelines.

Dr. Thomson said at this point there are numerous ways of communications. The next steps will be to:

-Look at what works;
-Develop categories of communication; and
-Assign communication methods for each type.

Consent Agenda: Acceptance of Five (5) Donations:

-Gray, Gray & Gray, LLP Scholarship - $2,000 (Class of 2022)
-Ron Marshalsea Trade Scholarship - $1,000 (Class of 2022)
-Ohio Pyle Prints - $105.79 Donation Rebate;
-Frederick Valentine, Jr. Scholarship - $1,000 – (Class of 2022)
-Rick Vail Memorial Scholarship – 2 x $1,500 –(Class of 2022)

Mr. Hiltz made a motion to accept these donations, which was seconded by Ms. Mazzola. The Committee voted in favor 4-0.

School Committee Addenda: Mr. Hiltz attended the in-person public forum for the Middle School Building Project and wanted to thank the Middle School Building Project Committee on all their hard work. He thanked the Board of Selectmen and Finance Commission for their support on this project. He asked the Town to come out and vote in favor of this project.

Ms. Mazzola sent her congratulations to the winter sports teams and said she looks forward to watching the three that are still playing. Go Mustangs!

Mrs. Bodenhofer echoed the other Members and added that she is excited to take the Middle School Building Project to Town Meeting Monday night. She said she is very excited to watch our teams play in the playoffs and to support our Mustangs.

The Chair shared the sentiments of the other members.

Executive Session: Chair Stewart informed that there would be an Executive Session for contract negotiations.

Mrs. Bodenhofer made a motion for Executive Session at 9:24 p.m., which was seconded by Ms. Mazzola. The Committee Members were polled and voted in favor 4-0.

Adjournment: Mr. Hilts made a motion for adjournment at 10:59 p.m., which was seconded by Ms. Mazzola. The Committee voted unanimously in favor 4-0.

Respectfully Submitted:

Donna G. Doliner, Clerk
Norwood School Committee