

**Town of Norwood
School Committee Meeting
School Committee Room @ Savage Educational Center
Remote
Tuesday, July 18, 2023**

A remote meeting of the Norwood School Committee was held on Tuesday, July 18, 2023. The meeting was called to order at 7:00 p.m. (The public can access the meeting live via NCM on cable, as it is live-streamed. For the cable channel guide and on-line link, please visit: <https://norwoodcommunitymedia.org>).

Committee Members Present: Ms. Anne Marie Mazzola, Chair; Ms. Teresa Stewart, Dr. Joan Giblin, Mr. David Hiltz and Ms. Kate Sibbing-Dunn

Administrators Present: Dr. Dave Thomson, Superintendent of Schools; Dr. Charisse Taylor, Assistant Superintendent for Operations and Strategy; Mr. Jose Munez, Assistant Superintendent for Academics; and Ms. Karin Sheridan, Director of Finance and Operations

Minutes: Ms. Stewart made a motion to approve the following minutes:

- Executive Session Minutes - June 20, 2023;
- Business Meeting Minutes - June 21, 2023; and
- Executive Session Minutes - June 21, 2023

This motion was seconded by Ms. Sibbing-Dunn. The Members were polled and voted in favor 5-0.

Correspondence: None.

Warrants: Chair Mazzola informed that she has signed warrants on behalf of the School Committee. Chair Mazzola then shared the warrant report, which was in the amount of \$4,273,294.67.

Public Comment: Chair Mazzola 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. The School Committee has switched to a remote meeting and the public can access the meeting live via NCM on cable, as it is live-streamed. For the cable channel guide and on-line link, please visit: <https://norwoodcommunitymedia.org> .

The Chair reminded that during remote meetings, the public can participate in public comment by calling 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 following people registered in advance for Public Forum:

Ms. Jean Taylor: Ms. Taylor was not in attendance.

Mr. Jerry Miller - President of the Alumni Association: Mr. Miller was here this evening as a proud graduate of NHS Class of 1965 to speak on behalf of keeping the name of the new Middle School the Coakley Middle School. He talked about how Norwood residents take so much pride in the town and schools and that he thinks it would be a wonderful teaching opportunity for the students to learn about the history of their schools, neighborhoods, businesses, buildings and government as part of their curriculum.

Mr. Charles Donahue: Mr. Donahue thanked the School Committee for all they do. He shared some stories about the wonderful accomplishments that happened under Dr. Coakley's direction. He said it is nice to honor new people but said it is not all right to disrespect the older people.

Sarah Quinn: Ms. Quinn was here again to update that they are up to 1,350 signatures in favor of keeping the Coakley Middle School's name. She will present the final signature report before the Committee votes on this item. She said she feels it's disrespectful to consider changing the name and believes there is a way to honor new people (addition without subtraction).

At 7:18 p.m. Chair Mazzola declared public forum closed.

Appearances: Food Service Report: Mr. Eli Norris, Director of Food Services, was here this evening to update on the 2022-2023 School Year.

- SY22-23 Meals were universal free due to additional state budget funding
- State Hearing on School Meals for all July 17th;
- Families are still encouraged to complete the '23-'24 Free and Reduced Application to see if they qualify for other benefits;
- Community Eligibility Provision (CEP) Eligibility

Some of the programs run by the Food Service Dept:

- Mood Boost;
- Student Choice;
- Discovery Kitchen; and
- Impact Norwood Collaboration

New resident dietician Shayna will continue with these programs.

Mr. Norris shared that the 5th Annual Food Service Scholarship in the amount of \$500 will happen again this year, adding that there will be a variety of fundraisers.

Mr. Norris shared that:

-Total Number of Meals served	543,484
-Food and Paper Costs	\$806,232
-Rebates to Norwood	(\$185,411)
-Labor Costs	\$907,432
-Direct Costs	\$67,521
-Admin. Mgt Fees	\$100,096
-Profit/Loss	\$607,922

Student Television Network’s Annual Convention, Field Trip Request in CA: Mr. Jeffery Kerr was here this evening to bring forward the proposal from Mrs. Pam Schnatterly for the Student Television Network’s Annual Convention, which will be at the same place that it was at last year in California. The trip will take place on March 13-17, 2024.

Dr. Giblin made a motion to approve the fundraising portion of this request, which was seconded by Ms. Sibbing-Dunn.

Mr. Kerr asked if he should hold off on requesting out of district field trips until its closer to the time of the trip so that all the paperwork is finalized?

Ms. Stewart said that these field trips are appearing to be a multi-step process these days and maybe the Policy Sub Committee should take another look at the policies related to out-of-state fields.

Dr. Thomson recommended that the Committee approve the fundraising and bring back to the Committee for approval of the trip when the insurance policy is ready.

Regarding the motion on the table, the Committee Members were polled and voted unanimously in favor 5-0.

Oldham Playground Update: Mandy Hampton of the Oldham PTO was here this evening to inform that they have raised the funds for a new inclusive playground structure in the amount of \$9,032.00 (the total for the equipment and installation). She said that they can drop the money off this week so the equipment can be ordered soon.

The Chair said the project had been approved previously and now the Committee can vote on the acceptance of the funds as the next step.

Ms. Sheridan said if she wants to drop it off to her office, they can get the process going. Ms. Sheridan suggested, as they did with the Cleveland PTO, setting up a meeting with Mr. Riccardi, Mrs. Hampton and herself to review the process.

Ms. Sibbing-Dunn made a motion to approve the donation for the Oldham play structure, which was seconded by Dr. Giblin, The Members were polled and voted unanimously in favor 5-0.

Superintendent's Report and/or Late Agenda: Dr. Thomson updated on the following:

-Cleveland Play space concerns: Dr. Thomson said he had a conversation with Mr. Riccardi, Director of Facilities, who confirmed there are no concerns with the actual play equipment at the Cleveland that had had been discussed. The problem is disposing of the old railroad ties that will need a specific dumpster due to having been treated with creosote. He added that they have blocked off the old bench that might be a problem with splinters.

-Summer Programming in Full Swing: Dr. Thomson updated that we were able to get an Extended Learning Time Grant which was used to fund the enrichment programs.

- Extended School Year** - Special Education: 92 Attendees;
- Highlight instructional practice of embedding academics into daily activities has been successful;
- Last week was shark week, and the kids enjoyed their virtual field trips to different aquariums around the country;
- This week is superhero week, and Thursday they will wear their costumes.

Summer Matters:

- Funded by Title I;
- Focuses on improving literacy skills;
- The program has over 150 students in rising grades 1-5;
- All students participate in daily reading, writing and math lessons.
 - Teachers utilize a small group model to meet the needs of the diverse learners in their classes.

Multilingual Summer Academy:

- Welcomes beginning English learners to an academic program where students are engaged in multiple modalities to increase English language acquisition;
- This academy has about 60 students in rising grades 1-6.

Coakley Connects:

- 84 students registered overall;
- Students receive daily social studies, math and ELA enrichment;
- Students have the option to complete their summer reading assignments;
- Additional enrichment includes drama, physical education, social emotional learning.

Afternoon Summer Fun:

- This is our first summer offering an extended option for our students;
- We have about 100 students staying to participate in various activities organized through stations such as outdoor games, indoor gym play, art and crafts, movement, music, board games and so much more.

Job Openings:

- Assistant Transportation Director;
- PreK Director (Principal); (Dr. Thomson interviewed someone today for this position)
- Behavior Intervention Specialist;
- Special Education;

- Board Certified Behavior Analyst (BCBA);
- Financial Analyst;
- Extended Day Staff;
- Paraprofessionals

Dr. Thomson said that we should be very proud of the depth and breadth of our summer programs this year and the staff and directors that came to work at these programs.

Budget: Budget Balancing Committee Meeting Update: The Chair updated on the Budget Balancing Committee Meeting from two weeks ago, and said that they are getting ready for some big conversations that will be coming up with the next budget season as the Override Pledge will be coming to an end. They were going to elect a new Chair but not everyone attended so it will happen at the next meeting in September. Ms. Sheridan and Meg will get together to start putting their thoughts down around a Five-Year Plan. There was also conversation around how the School Committee presents the budget to Town Meeting (possibly with two separate budgets to frame it better for Town Meeting Members to understand.).

The Members had an opportunity to share their thoughts.

Budget Sub Committee Update: Ms. Stewart updated that the Budget Sub Committee met earlier today and talked in more detail about what the Five-Year Plan will look like from the Budget Sub Committee side. Ms. Sheridan is still working on the FY23 close-out and will give a report in September. The next meeting will be on August 10th and talks will begin around starting a Student Services Sub Committee or Task Force. The next Sub Committee Meeting will be on August 8th.

Ms. Stewart said out of district tuition is slated to increase by 14%, and she reminded that she and Jody Smith met with Representative Rogers in the spring about this and he agreed to help advocate for that funding. Ms. Stewart updated that last week things took a little 11th-hour turn, and Dr. Thomson notified them about the situation. She said a bill has passed in the house that ties the funding for out-of-district tuition to the ESSER Funding and that districts need to utilize ESSER Funding before they can be eligible for additional aide. This bill has passed the House and will be heading to the Senate for approval. They now need to reach out to Senator Rush to see if an amendment can be filed for this bill.

The Chair said that the wording around the Esser Funds is very confusion.

Approval of Grants: Ms. Sheridan said there is one FY23 Grant for approval and allocations for the FY24 grants.

FY23 - \$700 Grant - Norwood Cultural Council - CFCE Early Childhood Fair: \$700
FY24 - Large List of Items for Approval: - \$1,977,753

-After School Quality Enhancement Grant:	\$ 100,000
-IDEA Special Education Grant:	\$1,166,072
-Early Childhood Special Education Grant:	\$ 30,386
-Title I - Improving Basic Programs Grant:	\$ 483,924
-Teacher Quality Grant:	\$ 80,806
-English Language Grants:	\$ 89,235
-Title IV - Student Support Grant:	\$ 32,729

Ms. Sheridan informed that at this point, grants are up from last year by \$164,038.

Mr. Hiltz made a motion to approve the FY23 and FY24 Grants, which was seconded by Ms. Stewart. The Members were polled and voted unanimously in favor 5-0.

Old Business: Long Term Agenda Review for 2023-2024: The Chair began populating the items that would be added yearly and the items that need to come before the Committee quarterly. She said that we should continue with the MASC training that will need to be added. She asked the Members to take a look at the next couple of meetings and add in what they think should be on the agendas.

Ms. Stewart reminded that we should align the Facilities Update with the other quarterly report updates.

Start Time Implementation Report: Dr. Thomson said there was a successful implementation of the changed school start times. There were no problems with regular transportation (one bus had to be adjusted at the Prescott) and Special Education Vans were challenging due to the fact that supply of vans has been a real issue. Dr. Thomson is hopeful that several of the vans should arrive by August.

Dr. Thomson said we are in a good position going into next year and he commended the administrative team and staff for making sure we got off to a good start.

Middle School Building Naming Process: The Chair put this item on tonight's agenda as she she has had time to think this process over and feels that time could be better spent doing the many other items on their agenda if there is an overwhelming response of keeping the name the same.

Mr. Hiltz said that the purpose of this is to open the process to all community members.

Ms. Sibbing-Dunn said amending the process is something we can do. Given what we know now, and having received the feedback we have received, she asked if a public forum was still necessary.

Dr. Giblin asked why this Committee is opposed to Public Forums. She added that public forums are public outreach.

Ms. Stewart said that she does not want the public to think the Committee is dishonoring Dr. Coakley's name. She does not feel comfortable cancelling a public forum if the Committee agreed to have a public forum in the fall. She agrees that having the students have a say in the name is not a good idea at this point.

Mr. Hiltz made a motion to amend the process and remove the piece that the students vote on the name at the end of the process, which was seconded by Ms. Sibbing-Dunn.

Ms. Stewart asked instead of a public forum in the fall, is there another way can we can get public input another way.

There was much discussion around the process and how to go forward.

Dr. Thomson said the Committee started with good intentions to start this process and has received much feed back in favor of keeping the name. He said he commends this committee for standing up and doing what is best for the students. Dr. Thomson said at this point, there was not much discussion around the other nominations.

The Chair does not feel the end result will be different at this point. She said it is in our purview to stop the process if we want to. She aligns with Dr. Thomson on this matter that she is not hearing from a single other person against the Middle School remaining the Coakley Middle School. She realizes she will not probably get the support this evening to end the process and added that she would like to hear from those with alternative thoughts for the name. At this point she will honor the process.

Regarding the motion on the table to forego the student voting, the Members were polled and voted unanimously in favor 5-0.

After some discussion, the Committee agreed to do a stand-alone public forum in the fall and have Jaime schedule it around the open house nights at the schools.

Dr. Thomson said that while he is on vacation next week, Mr. Kidd could get that information out to families.

Strategic Plan Update from 2022-2023: Dr. Taylor reviewed the highlights of the 2022-2023 Strategic Plan. She said this is a recap of what the 4th year looked like and in August, we will talk about what the 5th and final year will look like.

Some of the highlights Dr. Taylor shared were:

- We were able to pass the FY24 Budget without laying off any staff;
- Dr. Taylor, along with some HR support from the Town, have collaborated to attend career fairs around the state trying to recruit and share

- what a wonderful town Norwood is;
- Thanks to Town Meeting we will be able to launch an RFP for this fall for the Elementary Study consultant;
 - Regarding technology, we are fully 1:1 in grades 1-12;
 - We are piloting touch-screen chromebooks for kindergarten;
 - We have a very strong Technology Department and we have set refresh cycles and our technology department has been available to provide PD and support to staff all throughout this past year;
 - We now have Core Curriculum in ELA, Math, Science and Social Studies;
 - We have significantly decreased the use of non-district approved technology tools, which has given us more data around what tools we should be keeping and are having the biggest impact;
 - We are making progress with Data Teams / Data literacy, but still have more work to do;
 - Regarding Career Pathways, our Healthcare Innovation Pathway is a flagship for the entire district;
 - we have dual enrolment for the students who are in that pathway;
 - the High School has expanded eligibility criteria for enrollment at our Community Colleges;
 - We have completed two years of Highlander Culturally Responsive and Sustaining Pedagogy;
 - Based on the Family Engagement Survey and some other surveys that have been done throughout the year, we have invested in *Parent Square* which seems to be a hit with families;

Ms. Stewart said she thinks we need to add an Executive Session for early fall for a safety update. Dr. Thomson said it should be a separate Executive Session. Dr. Taylor said there is new information and guidance coming our from the Massachusetts Chiefs of Police Association so having a stand-alone meeting will leet us dive into that information.

Policy: Policy Sub Committee Update: Ms. Sibbing-Dunn updated that the policy sub committee met yesterday and the next meeting is on August 8th. They talked about the MASC updates. Any changes that were fast tracked for the handbooks will be looked at in August. We are coming up on the next round of updates from MASC, we are collaborating to get a draft done on a procedure/check-list/guide lines template which we hope will be ready for September. We now see how this needs to flow and we are almost there.

PTO Project Template: This was added to the agenda in case it was ready to come to the Committee, but we hope to have it ready for the August meeting.

New Business: Communication Survey Results: Dr. Thomson reviewed the survey results and said there were 211 responses, some with comments.

Parent Square made up p 74.4% of the messages going out. The second most was parents/guardians viewing what was being sent out. Parent Square works well for families that do not speak English.

When asked their thoughts on NPS's communication methods, the top four answers were:

- Request to streamline messages / too many
- Parent Square is a big improvement
- Difficulty with personalisation of messages and delivery in Parent Square
- Too much reliance on multiple Channels/Social Media

Next Steps:

- Establish and Identify Communication methods by classroom and school
- More Training for parents on customising Parent Square
- Examine the practice of sharing community information

Sub Committee Assignments for 2023-2024: Chair Mazzola said that essentially she is hoping everyone will be staying the same as last year.

The Chair reviewed the following Sub Committees:

Budget:	Ms. Stewart and Chair Mazzola
Policy:	Kate Sibbing-Dunn and Chair Mazzola
M. S. Building Committee	Ms. Stewart and Mr. Hiltz
M. S. Working Group	Ms. Stewart
Elementary Study Comm.	Mr. Hiltz and Ms. Sibbing-Dunn
Sign Warrants:	Chair Mazzola
School Health Council	Ms. Stewart and Ms. Sibbing-Dunn
Liaison - Minds Matter and Impact Norwood	Ms. Stewart
Capital Outlay	Chair Mazzola
Budget Balancing	Ms. Stewart and Chair Mazzola
Custodian Contract/ Facilities MOU	Ms. Sibbing-Dunn and Chair Mazzola
Sheriff's Task Force	Ms. Stewart and Chair Mazzola
Student Advisory Council	(We should all meet with the students as often as we can - at least once every other month) Ms. Stewart will be the liaison but we need work on who will be the advisor)

Ms. Stewart asked if she and Dr. Giblin should meet again regarding the goals in the fall or should a workshop be scheduled as previously discussed. The Committee agreed to have Jaime send along a doodle poll for a meeting on the Goals, and another poll for a Executive Session (Safety) and a Public Forum for the Middle School name.

Dr. Giblin volunteered to work with Ms. Stewart on Legislative Advocacy. The Chair said we can review Negotiation Sub Committees going forward.

School Committee Email Policy: The Chair said that this item is around the procedure of having the Chair respond when the whole committee is emailed. Dr. Giblin has volunteered, as Vice-Chair, to be the one to respond. The Chair asked the Committee if everyone is fine with that.

Ms. Stewart said that it would need to be updated in the policy handbook that the Chair or Vice-Chair will respond.

Ms. Stewart made a motion to approve, which was seconded by Dr. Giblin. The Members were polled and voted unanimously in favor 5-0.

School Physician Position: Dr. Thomson informed that we are required by the Mass Department of Health to have a physician on staff. Dr. Jeremy Schlossberg (Dedham Medical) has agreed to be our school physician.

Mr. Hiltz made a motion to approve this recommendation, which was seconded by Ms. Sibbing-Dunn. The Members were polled and vote unanimously in favor 5-0.

Consent Agenda: Acceptance of One (1) Donation:

-CMS Women's Community Committee \$400.00 Gift Card for CMS

Mr. Hiltz made a motion to accept this donation/rebate, which was seconded by Ms. Stewart. The Committee Members were polled and voted unanimously in favor 5-0.

School Committee Addenda: Mr. Hiltz had none.

Ms. Stewart had none.

Dr. Giblin had none.

Ms. Sibbing-Dunn had none.

The Chair informed that the next meeting will be August 10th (remote).

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

Ms. Stewart made a motion for Executive Session at 9:40 p.m. which was seconded by Mr. Hiltz. The Committee Members were polled and voted in favor 5-0.

Adjournment: Mr. Hiltz made a motion for adjournment at 10:33 p.m., which was seconded by Ms. Stewart. The Members were polled and voted unanimously in favor 5-0.

Respectfully Submitted:

Donna G. Doliner, Clerk

