

TOWN OF NORWOOD  
School Committee Meeting  
Balch Elementary School  
Wednesday, February 5, 2020

A meeting of the Norwood School Committee was held on Wednesday, February 5, 2020. The meeting was called to order at 7:10 p.m.

(An Executive Session Meeting was held prior to this meeting at 6:30 p.m. for Contract Negotiations.)

**Committee Members Present:** Ms. Teresa Stewart, Chair; Ms. Myev Bodenhofer, Ms. Maura Smith, Mr. Dave Catania and Dr. Joan Giblin

**Administrators Present:** Dr. Dave Thomson, Superintendent of Schools; Dr. Alec Wyeth, Assistant Superintendent for Instruction, Curriculum and Assessment; and Ms. Karin Sheridan, Director of Finance and Operations.

**Minutes:** Mrs. Bodenhofer made a motion to approve the minutes of December 4, 2020, as well as the Executive Session Minutes of December 4, 2020, which were seconded by Ms. Smith. The Committee voted in favor 4-0-1 (Chairwoman Stewart abstained).

**Correspondence:** Dr. Thomson said he would address two letters he has received during the *Superintendent's Report*.

**Warrants:** Chairwoman Stewart informed that there were warrants to be signed. She then read the amounts:

Payroll Warrants:	\$ 99,490.16
	\$1,535,107.77
	\$ 90,076.64
	\$1,688,886.84
	\$ 118,583.07
Accounts Payable:	\$ 976.68
	\$ 2,596.36
	\$ 6,000.00
	\$ 435.22
	\$ 808.34
	\$ 617,050.02
	\$ 356,032.83
	\$ 460,293.16
	\$ 310,502.08
	\$ 85,264.54
	\$ 118,606.68
	\$ 79,104.89
	\$ 145,916.04
	\$ 23,089.83
	\$ 44,751.55

**Total Expenditure:**

**\$5,783,571.70**

**Public Forum:** None.

**Announcements:** None.

**Appearances:** Principal of the Balch Elementary School, Diane Ferreira, welcomed everyone to this evening's School Committee Meeting at the Balch. She reviewed many of the fun events and happenings that have gone on so far this year at the Balch. She updated on the daily schedules, blended learning and what the academic day looks like.

**Superintendent's Report and/or Late Agenda:** Dr. Thomson updated that many members of the Building Committee were able to visit the Wilson Middle School in Natick today, adding that everyone found it very informative. He also informed that Norwood Community Media attended as well and will be airing the tour for the public to see what a modern Middle School looks like.

Dr. Thomson then shared that he has received a letter from MSBA, which has a signature page that needs to be signed by Dr. Thomson, Mr. Mazzucco and a representative from the School Committee. Dr. Thomson said that the enrollment numbers (grades 6-8 @ 800 students or 5-8 @ 1070 students) are for the feasibility study piece. He said in the third paragraph, there is a disclaimer that says that: *If the 5-8 configuration is selected to be the preferred solution for the CMS the district will be required to perform a detailed analysis of the enrollment capacity of each existing facility affected by the proposed project.*

If the MSBA review of the capacity and analysis indicates that the 5-8 configuration results in excess enrollment capacity, we may be deemed not eligible for reimbursement.

Mrs. Bodenhofer clarified that more information is still needed for the 5-8 configuration, but added that it is clear that they think our 6-8 Middle School is crowded without any doubt.

Mrs. Bodenhofer made a motion to authorize the Chair to sign this letter on behalf of the School Committee, which was seconded by Ms. Smith. The Committee voted in favor 5-0.

Dr. Thomson then said the second item is regarding the Student Opportunities Act, which is the refinancing of education in the Commonwealth. The money that we received was to be used to close achievement gaps with different groups. Dr. Thomson informed that we are expecting more funding that will also be used to address the gaps with different groups. The Commissioner will be giving out more information at a Superintendent's Meeting on January 23<sup>rd</sup> that Dr. Thomson

will attend to get more information. The School Committee will have to sign off on a plan by the end of March of how we will begin to close the gaps.

Dr. Thomson reminded that he will be hosting a coffee hour before the next School Committee Meeting (1/22/2020) at the Savage Educational Center at 5:30 p.m.

**Budget:** FY21 Budget Timeline, Bus Driver / Substitute Increase Proposal: Ms. Sheridan reviewed the FY21 Budget Timeline with the Committee. She reviewed the parts of the timeline that have already happened and said that she is reviewing all the information and feedback to begin to build the budget. She said the Draft Budget “A” should be ready by February 6<sup>th</sup>.

Mrs. Bodenhofer said that the Budget Sub Committee has recommended pushing the timeline back a bit from other years until after the Governor’s proposed budget comes out. She felt that this would be a much more reasonable way to do the budget. She also reminded that we are required to have a Public Budget Hearing at one of our School Committee Meetings. She said that we usually plan it for the end of April but is proposing to move that hearing for the end of March.

Ms. Smith made a motion to approve the Budget Time Line, which was seconded by Mr. Catania. The Committee voted unanimously in favor 5-0.

The Members received a cost analysis for a proposed FY20 increase in pay for the SPED Monitors, SPED Van Drivers and CDL Drivers from Ms. Sheridan. The cost analysis was for a 2.5% increase in pay for both Transportation Drivers and Monitors retroactive back to September 1, 2019.

SPED Monitors	from \$15/hour	to \$15.38/hour
SPED Van Drivers	from \$16/hour	to \$16.40/hour
CDL Drivers	from \$20.25/hour	to \$20.76/hour

The Members asked for a comprehensive comparison with other Towns, which would include what other Towns pay as well as incentives.

Mrs. Bodenhofer made a motion to approve this request of 2.5%, retroactive to September 1, 2019, which was seconded by Dr. Giblin. The Committee voted unanimously in favor 5-0.

The Members agreed to continue to look into this to bring the drivers and monitors into the range of other towns.

Regarding to the Substitutes, the Members received a cost analysis for a proposed hourly wage increase effective January 1, 2020.

Norwood	1-30 days	31-60 days	61-90 days	91+ days
Certified Teacher	\$90.00	\$95.00	\$100.00	\$105.00
Non-Certified Teacher	\$85.00	\$90.00	\$95.00	\$100.00
Non-Degreed	\$80.00	\$85.00	\$90.00	\$95.00

Ms. Smith made a motion to approve this increase, which was seconded by Mr. Catania. The Committee voted unanimously in favor 5-0.

Ms. Sheridan updated regarding the *Town of Norwood and Norwood Public Schools Cost Allocation Agreement*.

Mrs. Bodenhofer explained that this does not have anything to do with the town split, but this is the information that gets reported to the State each year.

Mrs. Bodenhofer made a motion to authorize the Chair to sign on behalf of the School Committee, which was seconded by Mr. Catania. The Committee voted unanimously in favor 5-0.

Budget Sub Committee recommendation on Budget Process and timeline, feedback on Budget Transparency Survey: Chairwoman Stewart and Mrs. Bodenhofer asked the Members to review the survey on Google Docs and let Mrs. Bodenhofer or the Chair know if they have any changes or additions to the survey.

At this point, Mr. Catania made a motion for a five-minute recess, which was seconded by Mrs. Bodenhofer. The Committee voted unanimously in favor 5-0.

**Old Business: Foundations Update:** Dr. Wyeth updated that:

- Foundations is being taught in the PreK-2 (as well as at LMPA);
- 30 minutes daily of phonics instruction
- All teachers are trained by Foundations last year or this September (6 hour training), as well as a half-day PD (3 hours), focused on sharing best practices;
- This year's assessment data will be available in mid-February.

All the principals have reported that grade 1 students are showing improvement since starting Foundations in Kindergarten.

Dr. Wyeth then reviewed future plans and considerations.

Social Studies Committee Update: Dr. Wyeth updated on the history and social science programs that have been reviewed as well as the pros and cons of each. He added that many of the programs do not meet Massachusetts's standards.

He said by the end of this year, all teachers will be trained in the new ELL Program.

At that point, hopefully we will be ready to purchase a new History and Social Science Program for 2021.

There was some discussion as to holding off on the History/Social Science Program and start the Science program first.

Dr. Wyeth said that there are some elementary school teachers excited to pilot the McGraw-Hill Impact program, so he is going to let them pilot that one this spring.

Town-Wide Financial Policies: Chairwoman Stewart said in their packets, the Members should have received the updated Town of Norwood Financial Policies voted on and approved at the Joint Meeting last April.

Mrs. Haley was here this evening because after she reviewed the policies, she did not believe that the way the Debt Management Policy was written on Page 7 was what everyone actually wanted. She informed that the way it is written in the 2020 version could raise the debt limit over \$1,000,000.00. She said if it stays the 2008 version, it will be a much more conservative figure.

Ms. Smith made a motion to table.

Ms. Smith amended her motion to approve all policies except the Debt Management Policy, which was seconded by Mrs. Bodenhofer. The Committee voted unanimously in favor.

Dr. Giblin made a motion to have the Chair speak on behalf of the School Committee on the Debt Management Policy and to bring the final wording back to the School Committee for approval, which was seconded by Mr. Catania. The Committee voted unanimously in favor 5-0.

Long-Term Agenda Review: Chairwoman Stewart reviewed the Long-Term Agenda and asked the Committee Members and Dr. Wyeth for feedback regarding additions/changes to the future agenda.

The Chair updated that she will be going, next week, to part of the administrator's meeting to talk about the Long Term Agenda with the Principals as well to be sure everything on the agenda works with their timeline.

**Policy:** Policy Subcommittee Update: The Chair updated that the sub committee met on January 6<sup>th</sup> and she hasn't had a chance to type up the minutes in time for this evening's meeting. She hopes to have an update at the next School Committee Meeting.

**New Business:** Capital Outlay Committee: The Chair informed that we are required to have a School Committee representative on the Capital Outlay Committee, adding

that Mrs. Bodenhofer has served for the past three years. Mrs. Bodenhofer said if no one else could commit she could serve again. Ms. Stewart thanked her for offering to serve again.

Unit 50 Contract Approval: Dr. Thomson reviewed some of the key changes in the negotiations with Unit 50 and informed that an agreement has been reached for:

- 2.5% for this current year
- 2 % increase for year #2; and
- 2% increase for year #3.

Dr. Thomson said that there will be an increase in sick days and they have leveled out some other benefits as well.

Dr. Giblin made a motion to approve this contract, which was seconded by Mrs. Bodenhofer. The Committee voted unanimously to approve 5-0.

Overnight/Out of State Field Trip Request – CMS 8<sup>th</sup> Grade – Washington, DC:

Ms. Smith made a motion to table this request until the next meeting so that the Committee can receive the itinerary, which was seconded by Dr. Giblin. The Committee voted unanimously in favor 5-0.

**Consent Agenda:**

**Acceptance of Four Donations:**

- Lueders Environmental \$75 Annual Donation;
- Bay State Textiles - \$522.50 – October Rebate;
- Bay State Textiles - \$430.75 – November Rebate;
- Dedham Savings - \$500.00 – CMS Donation – Math Team

Mrs. Bodenhofer made a motion to accept these donations, which was seconded by Mr. Catania. The Committee voted unanimously in favor 5-0.

**Personnel:** None.

**School Committee Addenda:** Mr. Catania had none.

Mrs. Bodenhofer reminded that as we enter town voting season, nominations are available at Town Hall for open spots for Town Meeting Members and board positions.

Dr. Giblin had none.

The Chair had none.

**Executive Session:** Executive Session for Contract Negotiations was held at 6:30 p.m. before the regular meeting.

**Adjournment:** Ms. Smith made a motion for adjournment at 9:33 p.m., which was seconded by Dr. Giblin. The Committee voted unanimously in favor 5-0.

Respectfully Submitted:

Donna G. Doliner, Clerk  
Norwood School Committee