

TOWN OF NORWOOD  
School Committee Meeting  
Savage Educational Center  
Wednesday, August 7, 2019

A meeting of the Norwood School Committee was held on Wednesday, August 7, 2019. The meeting was called to order at 7:00 p.m.

**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; (Ms. Karin Sheridan, Director of Finance and Operations will begin on August 19<sup>th</sup>). Ms. Abigail DesJardins of TM Solutions (a Business Management Group) was here to update on the Budget this evening.

**Minutes:** Mrs. Bodenhofer made a motion to approve the regular session minutes of June 19, 2019 with one minor name change in the minutes, which was seconded by Mr. Catania. The Committee voted in favor 5-0.

Mr. Catania made a motion to approve the Executive Session Minutes of June 19, 2019, which was seconded by Dr. Joan Giblin. The Committee voted in favor 5-0.

**Correspondence:** None.

**Warrants:** Chairwoman Stewart informed that there were no warrants to be signed as Mr. Catania signed for the Committee for the month of July. She then read the amounts signed by Mr. Catania:

Payroll Warrants:	\$4,451,272.71
	153,302.44
	782,757.54
	58,854.35
	780,838.92
	67,506.24
	49,395.32
Accounts Payable Warrants:	15,884.38
	13,669.20
	258.02
	284,101.13
	111,115.36
	67,454.56
	150,273.47

Interdepartmental Invoices:	4,684.25 849.84
Total Expenditures:	<hr/> \$6,992,217.73

**Public Forum:** None.

**Announcements:** Dr. Thomson was pleased to announce that Bob Griffin, retired Callahan School Principal, has agreed to come back to be the Oldham Interim Principal for the upcoming school year. Dr. Thomson said that a full search will begin this winter for a permanent principal.

Dr. Thomson then welcomed Ms. Abigail DesJardins, of T. M. Solutions Business Management Group to this evening's meeting. She will give the Committee a budget update and will be here until August 19<sup>th</sup> when Karin Sheridan begins.

**Appearances:** Student Handbooks: Balch, Callahan, Cleveland, Oldham, Prescott, Willett: Mr. Bryan Riley, Mrs. Nancy Cappola, Mrs. Diane Ferreira, Mrs. Carolyn Robbins and Mrs. Donna Brown were here this evening to update the Committee on the Elementary School Student Handbooks. The Principals shared that the handbooks do have some differences between schools due to the locations of each school (i.e.: Some schools allow students to ride bikes to school and others don't due to dangerous roads). They said that they use the handbooks for protocol when dealing with students and parents. They principals were in agreement that updating the handbook should be done with a committee that can dig deep and look into other student handbooks and refer to legal for certain areas.

Dr. Thomson said that an update of the handbook runs parallel with our Social/Emotional Learning and teachers should have some say in these updates as they are on the front line every day.

The Members had an opportunity for questions, comments and suggestions. There was some good discussion between the Members and the principals regarding consequences, loss of privileges and how the schools help the students to build the skills they need to make better choices.

Mrs. Bodenhofer made a motion to approve the student handbook, which was seconded by Ms. Smith. The Committee voted unanimously in favor 5-0.

The Committee agreed that a Task Force should be formed to continue work on this handbook.

LMPA Playground: Mrs. Robbins was here this evening to update the Committee regarding the playground proposal at the Savage Educational Center for the Little Mustangs Preschool Academy.

Mrs. Robbins said that Mrs. Carole Poirier single handedly raised \$6,000 that is currently in the LMPA Revolver Account, before she got sick. Mrs. Robbins said there have been discussions that the new playground should be named in honor of Mrs. Poirier as there was no bigger supporter of the children.

Mrs. Robbins said that they have received quotes from two different companies and they said that Creative Playthings has quoted them a price of \$23,000.

Ms. Smith made a motion to accept the donations for this playground, which was seconded by Mr. Catania. The Committee voted unanimously in favor 5-0.

**Superintendent's Report and/or Late Agenda:** Dr. Thomson updated that we are well on the way to a smooth accreditation through the New England Association of Schools and Colleges, Inc. He informed that the Norwood Schools have met five out of six standards. He also reviewed the areas in which Norwood Public Schools were commended.

Dr. Thomson then informed that Norwood has received a Safer Schools Grant in the amount of \$28,00, which will go to improving camera systems and locks in some of our schools

With regard to MSBA, Dr. Thomson reminded that we are still in the eligibility phase and said that that we recently sent in our enrollment update. The next step will be the Maintenance and Capital Improvement Plan as well as the Feasibility Cost.

Finally, Dr. Thomson informed that two new students have registered and with IEP's. He said that we are going to need to hire a new 1:1 paraprofessional at the Coakley Middle School.

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

**Budget:** FY20 Munis Budget Update, FY19 Recap, Circuit Breaker: Ms. Abigail DesJardins of T. M. Solutions Business Management Group, updated with regarding budgets.

The Committee Members had an opportunity for questions and comments.

The Members were very concerned regarding the change of peak time for electricity and the higher bills incurred due to the change. Dr. Thomson said it is something we need to keep an eye on as the year progresses.

Ms. DesJardins updated regarding Munis, saying that when there is a transition to a new financial package, there are “growing pains” when transferring the accounts and there is a period of adjustments.

**Old Business: Long Term Agenda:** Chairwoman Stewart reviewed the Long Term Agenda and shared her thoughts of items to be added for the upcoming year. She asked for the Committee’s thoughts on agenda items.

**Joint Facilities Update:** Mrs. Bodenhofer updated that the last Joint Facilities Meeting was held on August 1<sup>st</sup>. They Members agreed that they want to move slowly, adding that the Munis conversion is a big adjustment for both the school and town sides. Mrs. Bodenhofer updated that the goal is to decide by January 1<sup>st</sup> if everyone really wants to move forward on this plan. She added that if that is the case, then July 1, 2020 is the target to change some of the management structure. She added that the next meeting is scheduled for September 26<sup>th</sup> at 5 p.m.

**Policy: Policy Partnership Update:** Dr. Giblin updated that due to the fact that it is summer time, most people at Northeaster are off. She added that she has a meeting scheduled for next week and should have an update at the next meeting.

**New Business: Superintendent Evaluation:** Chairwoman Stewart said everyone had received two copies of the rubric, one from January, 2012 and one that was just released in July. There are not many differences between the two. They have basically simplified the rubric. Chairwoman Stewart said we will use the 2012 rubric this time. She then informed that everyone should have Dr. Thompson’s reflections, goals and evidence for the goals. There was some discussion on the timeline. The chair informed that everyone should be done with their evaluations by September 4<sup>th</sup> so that the draft will be available at the next meeting, September 11<sup>th</sup>.

Mrs. Bodenhofer and Mrs. Giblin have agreed to work together on the draft.

**School Calendar:** The Chair said the Members received a letter from a family in the community with a request to update the back of the calendar to update *Chinese New Year* to *Lunar New Year* to make it more inclusive to more cultures.

The Committee members agreed with this request.

**Asst. Superintendent Contract:** This item will be pushed back until after this Evening’s Executive Session.

Mrs. Bodenhofer made a motion to approve this contract, at a rate of 2.5% which will be good until June 30, 2022, which was seconded by Mr. Catania. The Committee voted unanimously in favor 5-0.

**Consent Agenda:**  
**Acceptance of Four (4) Donations:**

- Bay State Textiles – May Rebate - \$517.50
- Bay State Textiles – June Rebate - \$523.00
- CMS PTO Library Seating \$2,500.00
- Oldham Playground - \$26,000

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

**Personnel:** Dr. Thomson updated that it has been a very busy summer interviewing and hiring new staff. Dr. Thomson announced the new hires.

**School Committee Addenda:** Ms. Smith wished everyone a wonderful end to summer

Mrs. Bodenhofer had none.

J Dr. Giblin wished everyone a great summer.

Mr. Catania had none.

The Chair updated that the Summer Food Program is serving just under 200 children a day, adding that this seems to be a wonderful community-building program. This program has cost Norwood nothing as it is federally funded.

**Executive Session:** Chairwoman Stewart informed that there would be an Executive Session for Union Contract Negotiations and Assistant Superintendent's Contract.

Mrs. Bodenhofer made a motion for Executive Session at 9:20 p.m., which was seconded by Mr. Catania. The Committee members were polled and voted unanimously in favor 5-0.

**Adjournment:** Mr. Catania made a motion for adjournment at 10:00 p.m., which was seconded by Mrs. Bodenhofer. The Committee voted unanimously in favor 5-0.

Respectfully Submitted:

Donna G. Doliner, Clerk  
Norwood School Committee