

TOWN OF NORWOOD  
School Committee Meeting  
Savage Educational Center  
Wednesday, September 11, 2019

A meeting of the Norwood School Committee was held on Wednesday, September 11, 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; and Ms. Karin Sheridan, Director of Finance and Operations.

**Minutes:** Mrs. Bodenhofer made a motion to approve the regular minutes of August 7, 2019 and the Executive Session Minutes of August 7, 2019, which were seconded by Mr. Catania. The Committee voted in favor 5-0.

Mrs. Bodenhofer made a motion to approve the regular minutes of August 28, 2019, which was seconded by Mr. Catania. The Committee voted in favor 4-0-1 (Dr. Giblin abstained).

**Correspondence:** None.

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

Payroll Warrants:	\$ 73,293.85
	\$ 50,644.64
	\$ 68,398.67
	\$790,249.78

<b>Total Expenditures:</b>	<b>\$982,586.94</b>
----------------------------	---------------------

**Public Forum:** None.

**Announcements:** Dr. Thomson will include his announcements in the Superintendent's Report.

**Appearances:** Washington, DC trip approval: Mr. Mazzucco was here this evening to seek permission for the Norwood High School Civics Class to attend a trip to Washington, DC. This trip is funded through a grant he oversees and it will include trips to Mount Vernon, The Smithsonian and other museums. They will be visiting Representative Stephen Lynch's office and they will be able to learn about our government at different levels.

Ms. Smith made a motion to approve this trip, which was seconded by Mrs. Bodenhofer. The Committee voted unanimously 5-0.

Trailer Need for Prescott: The Members received, last week, an update on the space needs at some of the schools. Mr. Riley, Principal of the Prescott Elementary School, was here this evening to update with regard to the Prescott School's educational space needs. Mr. Riccardi is currently in the process of getting bids for a portable classroom (which Mr. Riley has renamed the "cottage").

The Committee Members had an opportunity for questions and comments.

**Superintendent's Report and/or Late Agenda:** Enrollment Update: Dr. Thomson updated that enrollment has increased by 43 students across the district so far this year:

- The Elementary enrollment has increased by 53 students;
- The Coakley Middle School enrollment has decreased by 21 students; and
- The High School enrollment has increased by 11 students.

Dr. Thomson then updated on classroom sizes and said he will give another enrollment update in two weeks. The Committee Members had an opportunity for questions and comments.

Mrs. Bodenhofer reminded that the enrollment numbers as of October 1<sup>st</sup> need to be reported to the state and that there are always a lot of fluctuations in September.

Dr. Thomson then reported that it was a smooth opening to the new school year and he thanked the staff for their hard work and dedication.

Dr. Thomson ended his Superintendent's Report by informing he will be attending the TEC Meeting on Friday.

**Budget:** FY20 Munis Update: Ms. Karin Sheridan updated that the Secretaries and Clerks had some extra Munis training last week and there is more payroll training going on this week. She added that January 2<sup>nd</sup> is the target date for the first Munis payroll.

Hiring Update and Implementation of Override Funds: Dr. Thomson said he thought it would make sense to make an Override Worksheet to keep track of the override money. He reviewed the curriculum materials purchased and the restored cuts. He said that at this point with the new hires for the positions that were added along with all the moves we have made, we are now in the black at \$87,413.00. Dr. Thomson said he would continue to update the Committee on how this money is used.

Chairwoman Stewart informed that she, along with Dr. Thomson and Mrs. Bodenhofer, would be updating the Finance Commission on the override funds.

**Old Business: Long Term Agenda:** Chairwoman Stewart updated with regard to the Long Term Agenda (which, she added, is up to four pages long). The Members shared their thoughts on this document.

Mrs. Bodenhofer suggested moving the October 7<sup>th</sup> Executive Session Meeting to a classroom at the High School so they will be able to go right to Town Meeting.

Superintendent Evaluation: Mrs. Bodenhofer reminded that the School Committee had unanimously voted in favor on the Superintendent's Goals for the 2018-2019 School Year. The Members have evaluated Dr. Thomson individually and Mrs. Bodenhofer and Dr. Giblin created the draft evaluation from those individual evaluations. If the Members approve this evaluation this evening, it will become Dr. Thomson's evaluation. Dr. Thomson received many "proficient" and "developing" ratings.

Mr. Catania made a motion to approve this evaluation, which was seconded by Mrs. Bodenhofer.

At this point there was some discussion about the draft evaluation.

Chairwoman Stewart felt a rating of overall "developing" does not reflect all the positives in the evaluation.

Mrs. Bodenhofer said that she did not feel that this was a negative evaluation at all and it was put together from the comments in the individual summations.

There was some discussion about the evaluation summary and that it should reflect the overall performance.

Mr. Catania said that no matter how this evaluation is interpreted, he does not want Dr. Thomson going home frustrated, adding that he is very much appreciated for his hard work.

Ms. Smith said she was not able to read all of the individual comments and thought that tabling this item until everyone had time to review all of the individual comments might be the way to go.

After more discussion, Ms. Smith made a motion to table this item until the next meeting so that Members could read all of the evaluations, which was seconded by Mr. Catania. The Committee voted unanimously in favor 5-0.

Joint Facilities: Mrs. Bodenhofer said there has not been a lot going on with the Joint Facilities group, but added that the next meeting will be on Thursday, September 26<sup>th</sup> @ 5:00 p.m. in the FinCom Room at the Town Hall. Mr. Bodenhofer said that all of the Members should have received a letter from Mr. Hajjar recently. Mrs. Bodenhofer said she wants a quantitative report on how the figures are all going to play out. She said she would be willing to look at some five-year projections to see how the financials will look.

**Policy:** Policy Partnership Update: Dr. Giblin informed that school starts for Northeastern next week so she should have an update at the next meeting.

The Chair informed that the Policy Sub Committee will meet on September 16<sup>th</sup> at 1 p.m.

**New Business:** School Committee – Sub-Committee Representation: The Chair asked for volunteers to represent the School Committee at different meetings, including TEC Meetings, Facilities Meetings, Capital Outlay Meetings, etc. There was some discussion regarding the time involved in attending each meeting and the Chair compiled the list of who would represent.

Out of State Field Trip Request: Dr. Thomson recommended approving an out of state field trip for SEARCH Students to Gettysburg, Amish Country, Pennsylvania from 4/27/20-5/1/20.

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

Ms. Smith shared that Mary Spillane, who was Ms. Smith's teacher when she went on the SEARCH Trip, will be a tour guide for this trip. Ms. Smith was thrilled to see that Ms. Spillane loved this trip so much that she is willing to come back and help out.

**Consent Agenda:** Acceptance of Five (5) Donations:

- Byblos Restaurant (Maurice and family) – School Supplies;
- Bay State Textiles – July Rebate –\$382.00;
- Prescott PTO – Stipend \$247.95
- Teacher of the Year Award - \$1,000.00 (Norwood Bank) – CMS
- Gillooley Funeral Home – School Supplies

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

**Personnel:** None.

**School Committee Addenda:** Dr. Giblin welcomed everyone to a new school year and said it feels good to be back.

Mrs. Bodenhofer welcomed everyone back to school and reminded everyone of the High School's musical production of Shrek. She encouraged everyone to go see it.

Ms. Smith echoed Mrs. Bodenhofer's statements and encouraged everyone to go see Shrek.

The Chair encouraged everyone to check out the 1<sup>st</sup> Annual World Cup Celebration next weekend.

**Executive Session:** Chairwoman Stewart informed that there would be an Executive Session for Union Contract Negotiations.

Mrs. Bodenhofer made a motion for Executive Session at 9:15 p.m., which was seconded by Mr. Catania. The Members were polled and the Committee voted 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