

TOWN OF NORWOOD  
School Committee Meeting  
Savage Educational Center  
Wednesday, October 23, 2019

A meeting of the Norwood School Committee was held on Wednesday, October 23, 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:** Ms. Smith made a motion to approve the minutes of October 9, 2019 as well as the Executive Session Minutes of October 9, 2019, which was seconded by Mr. Catania. The Committee voted in favor 5-0.

**Correspondence:** Dr. Thomson acknowledged receipt of the following correspondence:

-Letter from William P. O'Donnell, Register of Deeds, Norfolk County – thanking the Norwood High School Madrigals for their wonderful performance at the Norfolk County Registry Of Deeds Building Rededication event held on Wednesday, October 2<sup>nd</sup>.

Mrs. Bodenhofer said she received, from Mr. O'Donnell, a copy of a Book of Notable People of Norfolk County, which she will bring in and share with the Members.

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

Payroll Warrants	\$1,483,217.28
Accounts Payable Warrants	\$ 5,665.28
	\$ 36,908.75
	\$ 29,549.22
	\$ 8,993.60
	\$ 220.38
	\$ 5,837.00
	\$ 3,567.00
	\$ 11,600.34
	\$ 21,497.88
	\$ 12,781.58
	\$ 10,654.27
<b>Total Expenditures:</b>	<b>\$1,630,492.58</b>

**Public Forum:** None.

**Announcements:** Dr. Thomson said he would wait until Superintendent's Late Agenda.

**Appearances:** Food Services Updates/Chartwells/Q1 Financials: Mr. Elijah Norris, Director of Food Services, was here this evening with Ms. Kelsey Massis, Dietician and Ms. Erin Long, Regional Manager to update the Committee on all the great things that were going on in Food Services last year and all the good things to come this year. Mr. Norris reviewed the breakfast and lunch costs at each level and said that the school menus can be found on the Norwood website: [www.Norwood.k12.ma.us](http://www.Norwood.k12.ma.us) or at [norwood.nutraslice.com/menus](http://norwood.nutraslice.com/menus).

Ms. Erin Long was happy to announce that, for the 2<sup>nd</sup> year in a row, Norwood has been chosen as the School District of the Year.

Kelsey said they were excited to be part of Norwood Day this year and raised some money towards a scholarship from the Food Services Department for a deserving Norwood High School student.

Some of the successful programs last year were:

- Discovery Kitchen – Elementary School level;
- Burger Bar / Salad Bar – Coakley Middle School;
- Student Choice Program – Norwood High School;
- Summer Meals – served over \$5,000 meals this summer.

This year the Food Services will be rolling out the Mood Boost Program to show the students how certain foods are healthier than others to help with good moods.

The Members had an opportunity for questions and to congratulate the Food Services Department on another successful year.

Callahan Playground Donation (Vote): Mrs. Donna Brown, Principal of the Callahan Elementary School, was here this evening with one of the Callahan parents/PTA Member to update the Committee that the Callahan School PTA hosted a Fun Run last June and the Callahan Community came together to raise \$12,000 to be used for a playground. (The Callahan is the only Elementary School currently without a playground). The Members received pictures of the model play structure that the Callahan has chosen (Keystone Crossing). Mrs. Brown informed that the total cost of the structure is approximately \$15,000. The PTA is currently working hard to raise the remaining amounts needed and Mrs. Brown will keep the Committee advised once all the funding is secured.

The Members had an opportunity for questions.

Mr. Catania made a motion to accept this donation for the play structure, which was seconded by Mrs. Bodenhofer. The Committee voted unanimously in favor 5-0.

Balch School Improvement Plan: Mrs. Diane Ferreira, Principal of the Balch Elementary School, was here this evening to present the Balch Elementary School's School Improvement Plan. She updated that there are currently 300 students at the Balch, and 34% of the students are ELL Students. Mrs. Ferreira also shared some of the exciting happenings going on at the Balch.

Mrs. Ferreira began by sharing the 5 priority areas for the Balch this year.

1. The Balch Elementary School will participate in piloting Elementary English Language Arts Curriculums and give informative feedback about each one for decision-making purposes.
2. The Balch Elementary School will focus on student writing across the grade levels, especially as it relates to responding to text.
3. The Balch Elementary School will participate in piloting Renaissance Flow 360 in grades 3-5.
4. The Balch Elementary School will continue to work toward improving student learning through the use of innovative teaching practices.
5. The Balch Elementary School will provide 60 min/week of Common Planning Time (CPT) to all teaching staff.

The Members had an opportunity for comments and to thank Mrs. Ferreira and her staff for their innovative ideas and commitment to making the Balch School the wonderful place it is.

Cleveland School Improvement Plan: Mrs. Nancy Coppola, Principal of the Cleveland Elementary School, was here this evening to present the Cleveland Elementary School's Improvement Plan.

Mrs. Coppola shared the five priority areas for this year:

1. Social Emotional Learning: All students are engaged and active learners who are self-aware, caring, respectful, connected to others, responsible decision makers, and academic achievers.
2. Curriculum: Teachers will pilot three new ELA programs in Grades 1,3 and 5 - Renaissance 360 will also be implemented into Grades 2-5.

3. Literacy: Fully implement the new Foundations phonics program into Grades 1 and 2 to provide consistent, sequential instruction for phonics, spelling and handwriting.
4. Facilities: To optimize teaching, personalize learning, and increase student engagement, the Cleveland School will examine current classroom design and make changes to meet the challenges of 21<sup>st</sup> Century learning.
5. Community Relationships: Strengthen and expand community outreach, practical application of skills and learning opportunities for students within the town of Norwood.

The Members had an opportunity for comments and to compliment Mrs. Coppola and her staff on some of the great ideas that have been implemented at the Cleveland.

**Superintendent's Report and/or Late Agenda:** Dr. Thomson updated on the MSBA application, saying that the final documents needed for the Eligibility Phase were submitted today.

Dr. Thomson was happy to announce that today he was notified that we have received another \$7500 from a Safe and Supportive Schools Grant, adding that we are always looking for grants.

Dr. Thomson said that many of our staff are attending the Mass Cue Conference in Foxboro this week. He said that we had three groups of our staff present at the Conference today:

- Jill Milton, Molly Carter and Darlene Follett – presented today – in the area of math;
- Donna Miller and Aaron Reuland – librarians – presented today; and
- Three of our High School Students presented on Global Citizens.

Finally, Dr. Thomson said we are always looking for paraprofessional aides and van drivers to apply for jobs in our schools.

**Budget:** Camera Request for Vans/Busses (Discussion/Vote): Ms. Karin Sheridan, Director of Finance Operations, said she would like to have cameras installed on the school buses and vans and shared the costs.

-Buses: \$17,650.00 – which would equal \$5,871.67 per year over three years;

-Special Education Vans – Mrs. Sheridan said she would like to start adding cameras in the vans and would begin with three vans. Cameras for vans would cost approximately \$1,000 per camera so three cameras would be \$3,000.

Dr. Thomson said that there have been a few instances in which there have been issues on the buses or vans adding that it can be a problem getting to the bottom of issues because the drivers are driving and are not watching the students. Dr. Thomson said he is in favor of doing this.

The Members had an opportunity to share their concerns regarding budget.

FY20 Budget Transfer: Dr. Giblin made a motion to table this transfer until after the Members have had an opportunity to discuss this in Executive Session, which was seconded by Mr. Catania. The Committee voted unanimously in favor 5-0.

**New Business:** Out of State / Overnight Field Trip – Costa Rica- April 17, 2021 – April 24, 2021 (Vote): Ms. Jessica Kaplan was here this evening from Norwood High School's Foreign Language Department to request approval for an immersion trip to Costa Rica for 20 students (primarily juniors and seniors).

The Members had received the information packet and Ms. Kaplan said that they would be using Educational Tours and have used them before and are quite happy with them.

After some discussion, Mrs. Bodenhofer made a motion to approve this request, which was seconded by Mr. Catania. The Committee voted in favor 4-1 (Ms. Smith opposed).

**Old Business:** Green Community Superintendent Recommendation and SC Vote: Dr. Thomson said we are being asked to look at more fuel-efficient vehicles when our vehicles need to be replaced. In the five-year look out, Dr. Thomson said there are no vehicles that would even qualify at this point.

Dr. Thomson's recommendation is to accept the Vehicle Efficiency

The Committee will need to vote on the Energy Efficiency Plan in November.

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

Presentation on Accountability System: Dr. Wyeth gave an overview summary of the MCAS results:

	<b>Change from Prev. Yr.</b>	<b>Compared to State's</b>	<b>Comments</b>
<b>ELA</b>			
Grade 3	Up 10 points	6 points above	62% Meeting Expt. Goal: 65%
Grade 4	Down 2 points	2 points above	54% Meeting Expt. Goal: 60+%
Grade 5	Down 6 points	2 points below	50% Meeting Expt. Goal: 55+%
Grade 6	No change	10 points above	63% Meeting Expt.

Grade 7	Up 21 points	1 point above	Goal: 65-70% 49% Meeting Expt. Goal: 55+%
Grade 8	Down 14 points	15 points below	38% Meeting Expt. Goal: 60%
Grade 10	NA (New test)	3 above	68% Meeting Expt. Goal: 70-75%

	<b>Change from Prev. Yr.</b>	<b>Compared to State's</b>	<b>Comments</b>
<b>Math</b>			
Grade 3	Up 2 points	8 points above	57% Meeting Expt. Goal: 60+%
Grade 4	Up 5 points	11 points above	61% Meeting Expt. Goal: 65+%
Grade 5	Up	12 points above	60^ Meeting Expt. Goal: 65+%
Grade 6	Up 4 points	1 point above	54% Meeting Expt. Goal: 60%
Grade 7	Up 1 point	12 points below	37% Meeting Expt. Goal: 50%
Grade 8	Down 15 points	14 points below	43% Meeting Expt. Goal: 60%
Grade 10	NA (New test)	5 above	66% Meeting Expt. Goal: 75%

	<b>Change from Prev. Yr.</b>	<b>Compared to State's</b>	<b>Comments</b>
<b>STE</b>			
Grade 5	NA (New Test)	7 points above	56% Meeting Expt. Goal: 60+%
Grade 8	NA (New Test)	11 points below	36% Meeting Expt. Goal: 50%
Grade 9/10 Biology	NA (New Test)	5 points above	79% Meeting Expt. Goal: 80-85%
Grade 10 STE	NA (New Test)	2 points above	78% Meeting Expt. Goal: 80 -85%

Dr. Wyeth updated that the teachers are looking at the data by students and by classes. He shared with the Committee how the State calibrates growth. Dr. Wyeth said he would like to see a portfolio system so that the students' work and progress can really be seen.

MCAS & Accountability Report: Dr. Wyeth reviewed what the accountability system is.

-An accountability system measures school and district performance. It helps schools improve the performance of all students, and helps communities and the state decide how to allocate resources. Accountability results answer two questions: *How is the school doing?* – and – *What kind of support does the school need.* The accountability system considers:

- Achievement;
- Student Growth;
- High School Completion;

- Progress Towards English Proficiency;
- Chronic Absenteeism; and
- Advanced Coursework Completion.

**Policy:** Field Trip Policy: (Vote): This item was tabled until the November 4<sup>th</sup> meeting.

**Old Business:** Budget Sub-Committee Update: This item was tabled.

Joint Facilities Analysis and Update: Mrs. Bodenhofer updated that she has started a 5-year projection spread sheet but she had a hard time doing that for town hall. The town side is working on that and there is another meeting scheduled for November 4<sup>th</sup>. She reminded that the MOU is a draft and the spreadsheets will be done well before the MOU is finalized. There will be another meeting on Monday, November 4<sup>th</sup>.

MSBA Middle School Meeting Update: Mrs. Bodenhofer said that she, Dr. Thomson, Alan Slater (and the Chair by phone) met with representatives with MSBA regarding enrollment. The estimates for a 6-8 configuration would be approximately 750 students. It was also estimated that a 5-8 configuration would be approximately 1,000. MSBA has come up with an estimated figure of 1,025. The principals are figuring out what a 5-8 configuration would look like for the elementary schools as far as new available space, and how it will be utilized.

**School Committee Addenda:** Mr. Catania wished everyone a safe Halloween.

Dr. Giblin said she was excited about all the experiential learning she saw going on with regard to all the Food Services Department.

Ms. Smith had none.

Mrs. Bodenhofer had none.

**Executive Session:** Chairwoman Stewart informed that there would be an Executive Session for a safety discussion and contract negotiations.

Mr. Catania made a motion for Executive Session at 10:10 p.m., which was seconded by Mrs. Bodenhofer. The Members were polled and voted in favor 5-0.

**Adjournment:** Mr. Catania made a motion for adjournment at 10:40 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

