

TOWN OF NORWOOD  
School Committee Meeting  
Savage Educational Center  
Wednesday, November 4, 2019

A meeting of the Norwood School Committee was held on Wednesday, November 4, 2019. The meeting was called to order at 7:30 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 minutes of October 23, 2019 as well as the Executive Session Minutes of October 23, 2019, which was seconded by Mr. Catania. The Committee voted in favor 5-0.

**Correspondence:** Chairwoman Stewart acknowledged receipt of the following correspondence:

- Letter from the Association of Independent Football Officials to Dr. Thomson notifying that Manny Lopes, NHS Head Football Coach, has been selected as the Association of Independent Football Officials Coach of the Year for the 2019 football season. An invitation was extended to anyone from Norwood to attend the annual banquet where there will be a Coach of the Year Presentation. The banquet will be on November 13, 2019 at the Abington Ale House and Grill at 6:15 pm.

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

Payroll Warrants:	\$ 96,685.37
	\$1,545,876.44
Accounts Payable:	
	\$ 31,253.42
	\$ 356,093.92
	\$ 93,993.90
	\$ 88,481.75
	\$ 94,160.77
	\$ 22,395.47
	\$ 62,314.01
	\$ 1,288.99
	\$ 10,808.54
	\$ 11,290.08

**Total Expenditure of:**

**\$2,414,642.6**

**Public Forum:** None.

**Announcements:** John and Abigail Adams Scholarship Award Winners: Dr. Thomson was pleased to announce that 62 Norwood High School Seniors were recognized as John and Abigail Adams Scholarship Award Winners, which is 25% of the senior class. Dr. Thomson shared the requirements needed in order to be awarded this honor.

**New Business:** Overnight/ Out of State Field Trip Request – TV Student Exchange Program, Cooper City, FL: Mr. Jeb Brunt was here this evening to request that a NHS student be able to participate in a Television Program Student Exchange with a student from Cooper City High School in Cooper City, FL from February 17-21, 2020.

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

Overnight/Out of State Field Trip Request – Student Television Convention, Washington, DC: Mr. Jeb Brunt was here to request the School Committee's approval for Grades 10-12 Television students to attend workshops and perform at the Student Television Network 2020 Convention "A Nation of Story Tellers" on March 11-15, 2020.

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

Out of State Field Trip Request – Madrigals, Newport, RI, December 21, 2019: Dr. Thomson requested approval from the School Committee for the Madrigals to participate in the Winter Concert Program at the Elms Mansion, Newport, RI on December 21, 2019.

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

**Appearances:** Green Communities Program: Mr. Deschenes (Town of Norwood) was here this evening to review with the Committee the Town of Norwood Energy Reduction Project Summary. The Members had an opportunity to review the energy conservation measures (ECM's) for each school building. They had an opportunity to share their concerns and ask questions of Mr. Deschenes. Mr. Deschenes said that we could potentially apply for additional grants to fund more projects.

After much discussion, Mr. Riccardi said that the bottom line of this plan is to lower the carbon footprint by 20% in a five year period.

The Committee Members asked for more information so that they can have the answers/explanations to their concerns. The information needed before the next School Committee Meeting is as follows:

- Written evidence of the non-binding nature of the plan;
- Explanation of the grant money and where it comes from;
- Alignment with School Committee Capital Improvement Plan;
- See numbers that Mr. Duschenes is comfortable with (instead of inflated numbers);
- A list of projects that will reflect potential site flux, keeping in mind possible redistricting.

Mr. Duschenes will work to get this information out by 11/12 or 11/13 so that the Members can review the information and have time to submit any questions or concerns.

**Superintendent's Report and/or Late Agenda:** Dr. Thomson informed that since the start of school, we have added 13 students at the elementary level; we have lost 18 students at the CMS and lost 5 students at the High School level. At this point, there are 3,513 students currently enrolled in the Norwood Public Schools.

Dr. Thomson informed at the last meeting that all the submittals are in to MSBA ahead of schedule. He updated that we should find out in December if we are recommended for approval for the Feasibility Study.

Dr. Thomson informed that Chartwells will be hosting a Community Thanksgiving Dinner on November 25<sup>th</sup> for families to enjoy a turkey dinner on the Monday before Thanksgiving. People should register on blackboard for this dinner.

Dr. Thomson said his presentation for the Strategic Plan will be November 18<sup>th</sup>. He is still trying to figure out the time and place. He then informed that he has planned another Coffee Hour with the Superintendent, which will be on November 20<sup>th</sup> at 10:00 a.m. at the Savage.

**Budget:** Camera Request for Vans/Buses (Discussion/Vote: Ms. Sheridan updated that the request for cameras has changed. They now recommend cameras on 13 regular education buses and on 16 special education vehicles.

The costs would be as follows:

<b>Cost Analysis</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>
Reg. Ed. Buses	\$5,871.67	\$5,871.67	\$5,871.67
Sped Vehicles	\$16,000.00		
Total	\$21,871.67	\$5,871.67	\$5,871.67

Ms. Smith made a motion to approve this amount plus an addition amount of approximately \$9,000, which will allow for cameras on all vehicles, which was seconded by Mr. Catania. The Committee voted unanimously in favor 5-0.

Budget Sub Committee Update: Mrs. Bodenhofer said the Members have received two sets of minutes from the Budget Sub Committee. She said they have been talking with Ms. Sheridan to see how she does budgets and hope to have more to share with the Committee in December. Dr. Thomson, the Chair and Mrs. Bodenhofer will be attending the MASC Conference this week and they will go to some of the budget sessions.

Superintendent Letter of Intent and Contract: The Chair read a letter of Intent from Dr. Thomson as his contract expires in June of 2020.

Mrs. Bodenhofer made a motion to enter into contract negotiations with Dr. Thomson, which was seconded by Mr. Catania. The Committee voted unanimously in favor 5-0.

There was some discussion that Mrs. Bodenhofer is the only current member that has negotiated a Superintendent's Contract so she thought an Executive Session with everyone would be a good way to get everyone on the same page.

ELA Pilot Update: Dr. Wyeth updated the timeline for the ELA Pilot Program:

On Oct. 29<sup>th</sup> there was a good session with all the pilot teachers looking at the reading components of all programs. Teachers got to review the pros and cons for their grades. The meeting was very well run.

On November 12<sup>th</sup> we will be looking at the assessment components of each program.

On November 14<sup>th</sup> and 15<sup>th</sup> we have a team going to DESE and they will be participating in their quality curriculum materials network. They have developed a system for curating curriculum. They will provide the rubric they have been using and the team will come back and be able to use the rubric to assess the programs.

On November 19<sup>th</sup> they will look at the writing components and Stephanie West is collecting all the information in Google Docs.

Approximately a month after that the pilot teachers will review and make a decision on what pilot will work best for us.

There was some discussion as to why the final decision will be made after piloting the three programs only for three months.

Dr. Thomson reminded that a social studies curriculum refresh is the next project and three months is enough time for piloting programs.

After some discussion, Dr. Wyeth said he will look at the timeline to see if there should be any adjustments.

At this point in the meeting the Committee voted to take a five-minute break.

**Consent Agenda:**

**Acceptance of One Donation:** Dr. Thomson recommended accepting the following donation:

-Bay State Textiles – September Rebate - \$558.25

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

**Policy: Field Trip Policy (Vote):** Dr. Giblin and Dr. Thomson met on October 9<sup>th</sup> (Chairwoman Stewart was excused due to illness). Dr. Giblin updated with regards to the meeting. She informed that two student interns are working with us. One will be working on gift/donation policies and the other is still getting organized.

They worked on the Field Trip Policy and recommended splitting it into two policies:

- Ordinary day field trips;
- Overnight AND/OR Out of State/Foreign

There was some discussion and recommendations regarding the changes/updates to these policies.

After much discussion, Ms. Smith made a motion to approve the Field Trip Policies with the amended language that the Committee worked on this evening, which was seconded by Mr. Catania. The Committee voted unanimously in favor 5-0.

**Old Business: Superintendent Goals (2019-2020):** Mr. Bodenhofer reviewed that we are required to have District Improvement Goals, Student Learning Goals, and Professional Practice Goals. Mrs. Bodenhofer said it is recommended to have 3-6 goals and we have come up with 6 goals. She reviewed the goals that have been put together with Dr. Thomson. The Members shared their thoughts and made some adjustments to the goals.

**Joint Facilities Analysis and Update Information:** Mrs. Bodenhofer updated on the meeting that was held at 5 p.m. today. Mrs. Bodenhofer said she gave her opinion to the Committee on the MOU. The Chair said if any of the members have thoughts on the MOU they should share them with Dr. Thomson sooner than later.

**School Start Time Task Force Update:** The Chair updated on the School Start Time Task Force, saying that they got a great response to the surveys from parents. She

said they will be sending surveys to the staff soon and they will be working on an FAQ page for the website. A representative from Connolly Buses will be coming to the next meeting to help with analyzing start times.

**School Committee Addenda:**

Ms. Smith congratulated those who participated in Fantasy Footsteps and for the Marching Band who placed first in the Statewide Competition and received high accolades for their performance.

Mrs. Bodenhofer had none.

Dr. Giblin had none.

Mr. Catania echoed Ms. Smith's comments and added how wonderful it is that our new football coach, Manny Lopes, will be honored as Coach of the Year.

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

Mr. Catania made a motion for Executive Session at 10:31 p.m., which was seconded by Mrs. Bodenhofer. The Committee Members were polled and voted in favor 5-0.

**Adjournment:** Mr. Catania made a motion for adjournment at 10:55 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