

TOWN OF NORWOOD
School Committee Meeting
C. M. Callahan Elementary School
Wednesday, February 7, 2018

A meeting of the Norwood School Committee was held on Wednesday, February 7, 2018 at the Callahan Elementary School (traveling School Committee Meeting). The meeting was called to order at 7:00 p.m.

Committee Members Present: Ms. Myev Bodenhofer, Chair, Mr. Patrick McDonough, Mrs. Michele Eysie Mullen, Ms. Teresa Stewart and Ms. Maura Smith.

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

Minutes: Mr. McDonough made a motion to approve the minutes of January 24, 2018, which was seconded by Ms. Stewart. The Committee voted in favor 5-0.

With regard to the Executive Session Minutes from April 17 – present, Mr. McDonough made a motion to table, which was seconded by Mrs. Mullen. The Committee voted unanimously in favor 5-0.

Correspondence: There was none, except for the lovely welcome correspondence from Callahan students.

Warrants: Chairwoman Bodenhofer informed that there were warrants to be signed. She then proceeded to read the totals.

Payroll Warrants:	\$1,326,567.94
	\$ 90,580.04
	\$1,374,625.02
Accounts Payable:	\$ 17,549.31
	\$ 39,634.03
	\$ 426,916.43
	\$ 64,070.35
	\$ 410,086.14
	\$ 7,950.47
Interdepartmental Invoices:	\$ 1,631.77
	\$ 5,360.63
Total Expenditure of:	\$3,764,972.13

Public Forum: None.

Announcements: None.

Appearances: Mrs. Donna Brown – Principal -Callahan School: Mrs. Brown welcomed everyone to the Callahan for this evening’s School Committee Meeting. She introduced student representatives from each grade who shared what they are working on at the Callahan.

Vice Principal High School / Coakley Middle School: Ms. Vadhera (High School), Mr. Freeman (CMS), and Mr. Greeley (CMS): The Vice Principals were here this evening to introduce themselves and to give some background on themselves. They gave an update to the Committee on the first half of the school year.

Mr. Freeman and Mr. Greeley informed that they both work on curriculum and discipline and that the administration is working well together to help Dr. Fraczek with her entry plan.

The Members had an opportunity for questions and comments.

Ms. Vadhera said that she has become responsible for the master schedule this year, she oversees all of the MCAS Testing, she is a direct supervisor to a portion of the staff and also does their evaluations. Ms. Vadhera said she is involved in discipline and is the consistent person in the cafeteria at the beginning of the day for breakfast.

Mrs. Mullen shared her concern for Ms. Vadhera being the only staff member in the cafeteria every morning when there could be up to 300 students. She also thanked the Vice Principals for all of their hard work, adding that she would like to see the Vice-Principals before School Committee more often.

Ms. Vadhera said that she know there are budget constraints, but suggested that we can be more creative and look into implementing programs like possibly an internship program for seniors to get real life experiences.

Pre-school Tuition: Ms. Carolyn Robbins, Principal of the *Little Mustangs Preschool Academy*, was here this evening to propose a few small changes for tuitions for the peer slots.

For 3 year olds, the proposal is to keep a 2-day option, but also wanted to offer a 3-day option.

2 day option \$2,250 (10 months)
3 day option \$2,850 (10 months)

For 4 year olds, the proposal is to keep the 4-day program but to add a 5-day program (which is currently only available to the special education students).

4 day option \$5,400 (10 months)
5 day option \$6,000 (10 months)

Ms. Smith a motion to adopt the proposals, which was seconded by Mr. McDonough.

The Members had an opportunity for questions and comments.

With regard to the motion on the table the Committee voted unanimously in favor 5-0.

2018-2019 Norwood High School Program of Studies: Mr. Jonathon Bourn was here this evening to present the 2018-2019 Program of Studies.

The new courses offered are:

- Virtual Exchange (on-line semester course);
- English (Fundamentals of Writing);
- Introduction to Algebra 2;
- Community Service (approved by School Committee on 1/3/18);
- Added to the course description of Freshman Health 9120, "Thanks to a generous donation from SAPC grant we are partnering with Norwood High School Health Department to bring your teen ***AlcoholEdu for High School***, an evidence-based online alcohol Prevention course that takes a project based approach to learning".

Ms. Smith was not comfortable with the Virtual Exchange course because the students need to take this on their own time. She stated that if no teacher would be overseeing this course, then it should not be included in Norwood High School's Program of Studies. Mr. McDonough agreed.

Ms. Stewart did not have a problem with this experience.

The Chair said she was a big fan of the Global Citizens Program and felt that if the credit aspect of this on-line program was eliminated, then it wouldn't be a class.

The Committee Members had an opportunity to ask questions.

Ms. Stewart made a motion to approve the proposed program of studies, not including the Virtual Exchange Course, which was seconded by Ms. Smith. The Committee voted unanimously in favor 5-0.

Policy: Policy Sub-Committee Update: The Policy Sub-Committee reviewed and has submitted an updated policy IMGB (**Service Animals and Therapy Animals in Schools**). The Sub Committee reviewed the law and had input from Dr. Wyeth and Dr. Thomson.

Mr. McDonough said that they wanted the whole Committee's input before sending this for a legal review.

Nurse Leader, Jill Driscoll, informed that she has reached out to her group of nurse leaders in other districts and felt that the Waltham Public Schools Policy was really good policy that would work well in Norwood. Mrs. Driscoll, when asked her thoughts on service animals, explained that she was profoundly against animals in schools. She explained that she feels that so many people in this world have anxiety. She added that they need to learn some resiliency and learn the tools to live in this world with anxiety. She feels that animals would cause a lot of problems with students with allergies. She added that some students would be very distracted with animals in the classrooms and others may be afraid.

There was much discussion regarding the difference between a therapy dog and a service dog.

Dr. Thomson said that service animals do have a purpose. He added that we will be seeing service animals added to 504 Plans. He added that he has seen therapy dogs be used as a tool to move the students forward so that they need less and less support. He said the key is to have a designated place for the student and dog to be so that the other students won't be adversely affected. Dr. Thomson said that it is a good idea to have a policy, as not having one could set us up for problems down the line.

Superintendent's Report and/or Late Agenda: Dr. Thomson updated that last Thursday he had an opportunity to meet with the Faculty Advisory and PTA Advisory groups. He said there were lengthy discussions about budgets.

Dr. Thomson then informed that this past week, he had attended the National Honor Society Induction Ceremony, a Capital Outlay Meeting and the Selectmen's Meeting (to ask the Selectmen to support the Coakley Middle School Statement of Interest). Dr. Thomson added that they got unanimous support from the Selectmen.

Dr. Thomson then said he will be meeting with the Principals over the next few weeks for mid-year evaluations.

Dr. Wyeth recently attended the Highlander Institute Fuse Fellow Kickoff. He said that 17 Fuse fellows from across districts were there. He reminded that Norwood has three staff members representing Norwood as Fuse Fellows:

- Angela Logan (High School);
- Christina Serratas (Middle School); and
- Jill Milton (Elementary School).

Dr. Wyeth read the mission statement and overview of this program.

Budget: FY18 Budget Transfer: Ms. Smith made a motion to approve, which was seconded by Ms. Stewart. The Committee voted unanimously in favor 5-0.

<u>Transfer From:</u>	<u>Transfer To:</u>
6030 0916 SCH IS/TB – SHS Soc. Stud. \$499.00	6020 0638 SCH INS Sal. Conf. SHS \$499.00
6030 0947 SCH IS/TB – CMS Soc. Stud.\$499.00	6020 0638 SCH INS Sal. Conf. SHS \$499.00

Total to be Transferred From: \$998.00 Total to be Transferred To: \$998.00

Ms. Ellis then said in preparation for FY19, she created a spreadsheet to track when the School Committee makes and approves motions to reduce or increase amounts. She noticed that there were two typos and one omission in the budget. She explained the corrections and explained that there was a net increase to the general budget in the amount of \$321,752 for a new total amount to the general budget of \$47,647,981.

Budget Sub-Committee Updated: Chairwoman Bodenhofer updated that the Budget Balancing Committee met on January 22nd. She had a power point presentation that had an overview of the Budget Process, rough estimates for revenue, expenses before “the split”, results of the split, numbers still unknown (state aide, Chapter 90 Highway money, free cash money, shared expenses, GIC rates).

Chairwoman Bodenhofer updated that schools and general government will continue to work on the budget and the School Committee will submit an approved budget in March.

Ms. Smith informed that the School Committee Website has been updated. She gave an overview of the updates and explained how to review the budget information.

Ms. Smith then updated that the Budget Sub Committee recommends keeping the following positions:

(At this point, so the Members could all find the documents with the information Ms. Smith would be referring to, Mr. McDonough made a motion for a five-minute recess, which was seconded by Ms. Smith. The Committee voted unanimously in favor 5-0.)

Back in Open Session Ms. Smith shared the Budget Sub Committee’s recommendations to keep the following positions:

- #1 and 2 are being funded by a grant;
- #3 in-school suspension at High School;
- 2.6 adjustment councilors for elementary schools and Willett;
- TASC aide at the Coakley Middle School;

- TASC Aide High School;
- Sped Inst. Aide PACS – Oldham;
- Gr. 2 Teachers at Balch and Callahan;
- 4 French Teacher at Coakley Middle School;
- Teacher in Spanish and French at High School;
- 4 math teacher at Norwood High School;
- Art teacher at Willett;
- TASC teacher at Coakley Middle School.

Total for all the positions: \$491,712

This is a reduction from initial budget proposal of \$344,678.

The Budget Sub Committee also recommended:

- Increasing Circuit Breaker estimates from \$1.2 million to \$1.7 million

This would bring total reductions to \$844,678.00.

This would mean the new required deductions would be: \$3,410,218.

Ms. Stewart made a motion to adjust the Circuit Breaker adjustment from \$1.2 million to \$1.7 million, which was seconded by Ms. Smith. The Committee voted unanimously in favor 5-0.

After some discussion, and the time being 10:50 p.m., the Committee decided to stop with the discussion of reductions at this point.

Old Business: Long-Term Agenda Document: There were no changes to the long-term agenda document.

Superintendent Evaluation: Chairwoman Bodenhofer spoke with Dorothy Presser of MASC who suggested putting a freeze on the evaluation process right at the time when they started the composite evaluations, have a discussion for guidelines for the composite evaluation and re-enter the document with the same inputs.

Ms. Smith said it is now 11:00 p.m. and she feels it's too late to have this important discussion.

Mr. McDonough made a motion to table, which was seconded by Ms. Smith. The Committee voted unanimously in favor 5-0.

New Business:
Consent Agenda:

Acceptance of (4) Four Donations:

- Exxon Mobil - \$500.00 – Prescott School;
- Prescott PTO - \$1,823.92 – Enrichment Classes:
- Bay State Textiles - \$285.50 – System Wide:
- Women’s Community Committee - \$400.00 – Prescott School.

Ms. Smith made a motion to accept these donations, which was seconded by Ms. Stewart. The committee voted infamously in favor 5-0.

Personnel: Dr. Thomson shared the retirement, resignations and new hires for this month. Dr. Thomson said that the Norwood Schools did lose a wonderful, long-term aide at the Coakley Middle School, Lisa Walsh, to a long-term illness. Lisa was with the Norwood Schools for 18 years and will be missed.

School Committee Addenda: Mr. McDonough said there were minutes in the packet from the Policy Sub Committee. He then reflected upon the past three years as a School Committee Member. He said he is so proud of all the work he has done during his time on the Committee. He added the job is not done and he is proud to announce he will be re-running for School Committee for the upcoming elections.

Mrs. Mullen thanked the Callahan School for hosting the meeting this week. She was proud of all the students that presented this evening. She was honored to be at the National Honor Society Induction Ceremony, adding that there were 41 inductees this time. She then sent her condolences to the family of Lisa Walsh, adding that she had the honor of working with her when she taught at the Coakley. She then sent her condolences to the families of the two former Norwood Public School kids who lost their lives in a car accident last week.

Ms. Stewart was happy to attend the Oldham P.T.O. Meeting last night and said they are doing some wonderful and inspiring work. She was also able to attend the National Honor Society Induction. She said Dr. Thomson did a wonderful job. She loved hearing the backgrounds on each student. She said she was so excited to be at the Callahan tonight as this is the school her children attend.

Ms. Smith read a pitch she wrote for people to get involved. She asked for everyone to think about what’s going right in this Town. She then asked everyone to think about how they want things to be in 5, 10, 20 years from now. She then said we need to figure out how to get there. She wants the citizens of Norwood to get involved. She urged people to run for Town Meeting, adding that signatures are due on Monday.

Chairwoman Bodenhofer had none.

Executive Session: Chairwoman Bodenhofer informed that there would be an Executive Session for Unit A Negotiations, adding that the Committee will return to public session only for adjournment.

Mr. Smith made a motion for Executive Session at 11:10 p.m., which was seconded by Ms. Stewart. The Committee voted in favor 5-0.

Adjournment: Mr. McDonough made a motion for adjournment at 11:30 p.m., which was seconded by Mrs. Mullen. The Committee voted unanimously in favor 4-0.

Respectfully Submitted:

Donna G. Doliner, Clerk
Norwood School Committee