

**TOWN OF NORWOOD
School Committee Meeting
Savage Educational Center
Wednesday, August 8, 2018**

A meeting of the Norwood School Committee was held on Wednesday, August 8, 2018. The meeting was called to order at 6:30 p.m.

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

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. Catania made a motion to approve the minutes of the June 20, 2018 School Committee Meeting Minutes, which were seconded by Ms. Stewart. The Committee voted unanimously in favor 5-0.

Correspondence: None.

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

Payroll Warrants:	\$ 66,264.04
	\$ 787,374.18
Accounts Payable Warrants:	\$ 22,709.20
	\$ 19,695.93
	\$ 62,039.39
	\$ 350,000.00
	\$ 156,499.57
	\$ 91,860.01
Total Expenditures:	\$1,556,442.32

Public Forum: None.

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Appearances: Technology Update: Mr. Kidd was here this evening to give a Technology update: He said with regards to the 1:1 Initiative, the devices have been ordered. If all goes well, grades 6-12 should receive their Chromebooks early in the school year. The parents and students will have to sign a form to receive their devices. Mr. Kidd said in his draft letter to the parents, he has outlined first, second

and third claims regarding broken and lost Chromebooks. He explained the options for insurance for lost or broken devices.

Dr. Thomson said Mr. Kidd and his department are ahead of schedule and he is very excited that students will have their devices sooner than planned.

Mr. Catania made a motion to open an account that would allow the Norwood Public Schools to provide its own insurance for the Chromebooks at a rate of \$30 for each Chromebook, adding that Free and Reduced Students would be at a lower rate, which was seconded by Mrs. Mullen. The Committee voted unanimously in favor 5-0.

Facilities Committee Update: (Moved from New Business): Chairwoman Bodenhofer shared that there have been a couple of meetings of the Facilities Committee since the last School Committee Meeting. Mr. Dave Hajjar, the Chair of this Committee invited staff from Franklin and Wellesley to share how having a Facilities Manager has worked in their towns.

Mr. Riccardi updated that Mr. Joe McDonough, Norwood's former Buildings and Grounds Director, went to Wellesley as their Buildings and Grounds Director. Within a year of him going to Wellesley, that Town switched to a Facilities Manager system and invested a lot of money into that department.

Mr. Riccardi said this is a good direction for Norwood to look towards, but it needs to be done right and invested in. He said this would be a good thing to add on to a town override.

Mr. Riccardi/Ms. Katie Neal-Rizzo – Green Initiative: Mr. Riccardi shared with the Committee how the Norwood Schools are saving money on electricity and reducing the carbon footprints. He said there are now motion-sensor lights in the classrooms that will save electricity and LED lights have been installed in the schools (which means ballasts are not needed). Since the white bins have been added to each school parking lot, the town has donated over 37,000 lbs. of recyclable goods that more than likely would have been put in the trash. Cash rebates have been received for each school through this program.

Ms. Neal-Rizzo and Mr. John Aprea were here this evening to give an update on their group called Progress Norwood. This group focuses on advocacy and awareness of progressive issues such as climate change sustainability and the environment. Last winter, their group decided to host an Earth Day and they organized groups to clean up different areas of town, including the schoolyards. They had 229 volunteers (more than half were kids) that picked up 168 bags of trash. They shared their finds from the clean up, which included their observation that there is not enough trash barrels on the playgrounds. They also added that there needs to be recycle bins added to the playgrounds. They shared a list of organizations and possible collaborators that have so many ways to support the

green initiative. Finally, they shared more green initiatives that the schools can implement.

The School Committee had an opportunity for questions and comments.

Ms. Smith asked if the schools could coordinate with the Recreation Department on some of the initiatives.

After some discussion regarding parents idling in their cars during drop off and pick ups at the schools, Dr. Wyeth suggested that Ms. Neal-Rizzo work with Norwood Community Television to do a public service announcement on the dangers of idling.

Reports: Update on Summer Warrants: The Chair thanked Mr. Catania for volunteering to take care of the warrants during the month of July.

Mr. Catania read the amounts, which totaled \$6,483,556.46.

Superintendent's Report and/or Late Agenda: The Committee received a list of Grants from 2010 –present, which the Superintendent reviewed.

The Superintendent informed that he has scheduled a Strategic Planning Meeting for Sept 27th. He added that in two weeks there will be an Administrators Retreat to gear up for the new school year.

Dr. Thomson said MSBA wants to conduct a Senior Study at the Middle School after reviewing our Statement of Interest. This means that we are still in the running for being considered, but it is not a definite acceptance. He thanked Mr. Riccardi and his department.

Dr. Thomson said supplies are ordered and final personnel are being interviewed and we are on track for a smooth opening in September.

Budget: Budget Balancing Update: The Chair and Ms. Smith updated on the Budget Balancing Meetings that have happened over the summer.

Ms. Smith said that the Committee has been examining if we will be able to level fund this year and ways to move the school system forward.

FY18 Budget – Closing Update: The Members received the FY18 Final Budget Projection as of June 30th, 2018 as well as the Budget Summary by Function as of 8/2/2018. Ms. Ellis reviewed the final figures.

FY19 Budget – Update: Ms. Ellis said that her department works closely and collaboratively with the purchasing department and the Town and she will have more to update at the next meeting.

FY19 Budget – Transfers:

TRANSFER FROM:		TRANSFER TO:	
0931-19 SCH IS/TB – CMS ADM Ins. Supp.	\$706.83	1256-19 SCH Equip Rep – CMS	\$706.83
TOTAL TO BE TRANSFERRED	\$706.83	Total to:	\$706.83

Ms. Smith made a motion to approve this transfer, which was seconded by Mr. Catania. The Committee voted in favor 5-0.

TRANSFER FROM:		TRANSFER TO:	
(Redistribution ISTB Accounts for 6-12 for FY19)			
TOTAL TO BE TRANSFERRED	\$63,380.00	\$63,380.00	

Mr. Catani made a motion to approve this transfer, which was seconded by Ms. Smith. The Committee voted in favor 5-0.

At this point in the meeting, there was a five-minute recess.

The Chair welcomed everyone back to Open Session.

Old Business: Superintendent Evaluation: The Chair thanked the Committee Members for filling out the Individual Superintendent’s Evaluation forms and the Superintendent for his self-evaluation, and for getting them back to her so that she could compile a composite draft. The Committee discussed the draft. There were no suggested changes or additions.

After some discussion, Ms. Smith made a motion to approve the Superintendent’s Evaluation Document, which was seconded by Mr. Catania. The Committee voted unanimously in favor 5-0.

Long Term Agenda: The Chair reviewed the Meeting Dates and Tentative Agenda Plan for 2018-2019. She said that the Superintendent and she would suggest scheduling four schools as the sites for the Traveling School Committee Meetings, adding that there is a lot of big agenda items that need everyone’s attention, including Strategic Planning and possible override planning.

SPED Transportation: Dr. Thomson suggested tabling this item until the next meeting.

New Business: Superintendent Goals: DESE requires that the Superintendent set his goals. The Chair asked for volunteers to work with Dr. Thomson to come up with goals. Mrs. Mullen and Mr. Catania volunteered.

Legal Representation: The Chair said that there were four wonderful presentations at the last meeting. It is now time to choose Legal Representation for regular

education issues. Dr. Thomson was asked his opinion and he shared that he has worked with all the firms over the years in different capacities. He narrowed it down to the following two due to the size of the firm and the billing rates:

- Collins, Loughran & Peloquin (Josh Coleman formerly worked at this firm);
and
- Murphy, Lamere & Murphy (which is the firm that Josh Coleman recently joined this firm).

The Chair said that Josh Coleman was the attorney that she has had experience working with and he has been good to work with and billed reasonably.

Mrs. Mullen like the larger firm of Murphy, Hesse, Toomey & Lehane, adding that she sometimes had a hard time understanding Josh.

Mr. Catania also liked the larger firm of Murphy, Hesse, Toomey & Lehane.

Ms. Stewart liked either Murphy, Hesse, Toomey & Lehane or Long and DiPietro.

Mr. Catania made a motion to approve Murphy, Hesse, Toomey & Lehane, which was seconded by Mrs. Mullen.

Ms. Smith did not get a good feeling from the larger firm. She would like to hear from Melissa of Collins, Loughran & Peloquin, who was not available that evening due to the arrival of her new baby.

There was some discussion regarding the billing style and costs from each firm.

With regard to the motion on the table, the Committee voted against 2-3 (Mr. Catania and Mrs. Mullen voted In favor).

Mr. Catania made a motion to approve Murphy, Lamere & Murphy (Josh Coleman), which was seconded by the Chair for discussion.

With regards to the motion on the table, the Committee voted against 2-3 (the Chair and the Mr. Catania voted in favor).

Mrs. Mullen made a motion to approve Collins, Loughran & Peloquin, which was seconded by Mr. Catania. The Committee voted in favor 4-1 (Ms. Stewart voted against).

School Committee Goals: The Chair said she put this on the agenda for future discussion as the superintendent's goals are being developed and there is strategic planning going on.

Ms. Smith asked that as the Committee begins developing goals, she would like to see a compilation of how positions have been reduced at each school over the last 10 years. Ms. Smith also asked for information on the AP Program at the High School.

Consent Agenda: Acceptance of (4) Four Donations: Dr. Thomson recommended accepting the following donations:

- Peter & Elizabeth Tower Foundation - \$250.00 – Nursing System Wide;
- Lifetouch National School Studios - \$310.00 – Oldham Elementary School;
- Norwood Bank - \$500.00 – CMS Summer School Program;
- Ms. Carol Elias & Ms. Karen Elias – School Supplies

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

Personnel: Dr. Thomson shared the resignations and retirements to date.

School Committee Addenda: Mr. Catania said he was looking forward to a new school year, and wished everyone good luck.

Mrs. Mullen is also looking forward to a new school year under the direction of Dr. Thomson. She also wanted to wish Ms. Carole Poirier well on her retirement, as she has been a wonderful member of the Norwood Public Schools and she will be missed.

Ms. Stewart said there is lots of activity going on and she will have a complete update at the next meeting.

Ms. Smith also wished everyone well on the new school year and wished Mrs. Poirier well on her retirement.

The Chair seconded everyone's sentiments.

Executive Session: Chairwoman Bodenhofer said there would be an Executive Session for contract negotiations – Food Service Workers. She then polled the Committee.

Mr. Catania made a motion at 9:35 p.m. for Executive Session, which was seconded by Ms. Smith. The Committee voted in favor 5-0.

Adjournment: Mr. Catania made a motion for adjournment at 10:15 p.m., which was seconded by Ms. Stewart. The Committee voted unanimously in favor 4-0.
Respectfully Submitted:

Donna G. Doliner, Clerk
Norwood School Committee

