

TOWN OF NORWOOD  
School Committee Meeting  
Savage Educational Center  
Wednesday, October 24, 2018

A meeting of the Norwood School Committee was held on Wednesday, October 24, 2018. The meeting was called to order at 7:00 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 October 17, 2018, which was seconded by Ms. Stewart. The Committee voted in favor 5-0.

**Correspondence:** None.

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

Payroll Warrants	\$1,443,913.85
Accounts Payable	\$ 55,695.33
	\$ 117,709.83
	\$ 31,322.25
	\$ 538,376.37
Interdepartmental Invoices	\$ 4,579.94
	\$ 892.07
Total Expenditure of:	\$2,192,489.00

**Public Forum:** None.

**Announcements:** Dr. Thomson will combine his announcements with the Superintendent's Report.

**Appearances:** Recognition of Years of Service: Carole Poirier: Dr. Thomson invited Mrs. Carole Poirier here this evening as she has recently retired after 53 years of service. Dr. Thomson reviewed many of her amazing accomplishments during her years. Dr. Wyeth and the Committee Members had a chance to thank her and share some memories of the impact Carole has made in the Norwood Public Schools.

Town-Wide Facilities Committee Update: Mr. David Hajjar was here to give an update on the proposed Facilities Management Department.

He shared that this is a trend across Massachusetts between Towns and School Departments.

Mr. Joe McDonough, Town of Wellesley, came before the Facilities Committee to share the pros and cons of this idea.

Mr. Hajjar said the Committee of 8 Members are in general agreement with the concept of a consolidated Facilities Management Department to oversee 31 town buildings. He added that the school department has a great set-up for Buildings and Grounds, and he said the Town should have as good of a set-up as well. Mr. Hajjar said the Members of the Committee are in agreement that this should be a two-year transition. He added that this would ease the financials as we move forward and give time to hire two additional people for middle management.

Dr. Thomson said this has been a very involved process that has been thoughtfully pursued.

The Members had a chance to share their thoughts and, although the Members generally like this idea, they have budget concerns.

Mr. Hajjar assured that by combining these two departments, Norwood has the potential to save a lot of money.

Prescott/High School Improvement Plan: Mr. Bryan Riley, new Principal of the Prescott Elementary School, was here this evening to give an update on the happenings at the Prescott and 2018-2019 School Improvement Plan.

**Priority Area:**

-Social/Emotional Learning: Develop teacher understanding of the Social Emotional Competence and cultivate school wide expectations that align with our community values.

-Professional Learning: Determine opportunities to utilize in-house and external expertise to advance instructional practice.

-High Quality Instruction: Provide highly engaging instruction by utilizing a variety of strategies to meet the needs of all learners

-Student Achievement: Reduce the % of students not meeting proficiency on the MCAS by 5% ELA and Math. Increase the % of students “exceeding expectations” by 5% in both ELA and Math.

The Members had an opportunity for questions and comments.

Norwood High School Improvement Plan: Mr. Hugh Galligan, new Principal of Norwood High School, was here this evening with Vice Principal, Cindy Derrane, to give an update on the happenings at the Norwood High School as well as the 2018-2019 School Improvement Plan.

**Priority Area:**

1. Promote a safe, secure and emotionally healthy learning environment for all students at NHS.
2. Integrate technology across the curriculum in order to create a blended learning environment.
3. Create a Portrait of the Norwood High School Graduate that guides teaching and learning environment.
4. Enhance the NHS students' academic experience through career pathways that increase career counseling, offer exposure to relevant careers and interests, and encourage participation in career immersion experiences to make all NHS graduates "future ready".

With regard to the School Improvement Plans, Dr. Thomson said that it is apparent that there is a lot of continuity amongst all the plans as well as a big focus on teaching and learning in all the schools and a big focus on culture and social/emotional learning. He said that there are on-going conversations about these plans but said everyone is coming together and working like a team. He thanked the Principals for their hard work and coming in to share their Improvement Plans.

Ms. Smith made a motion for a five-minute recess, which was seconded by Mr. Catania. The Committee voted unanimously in favor 5-0.

**Reports:** None.

**Superintendent's Report and/or Late Agenda:** Dr. Thomson updated that they recently had the 5<sup>th</sup> Strategic Planning Session, adding that the Committee finalized the vision and mission. He said hopefully by the end of November we will have them ready for approval. He said the next step will be to create an action plan and timetable.

He asked Dr. Wyeth to give an update on the next Professional Development Day, which will be a full day on Election Day in November.

Dr. Wyeth shared some of the Professional Development Programs planned:

- CPI Training;
- MCAS Accommodation Training (in Aspen) for SPED Staff;
- Social Emotional Learning Workshop for the Willett Staff; -
- A tour of a college or two for the guidance staff (so that they will be better

prepared to help their students who are getting ready to fill out college applications);  
-along with some other great programs.

Dr. Wyeth also updated that the ELA Research Committee has had its first meeting (Diane Ferreira and Dr. Wyeth will be co-chairs) and will be looking into what balanced literacy will look like going forward.

Dr. Thomson said that last year he scheduled some coffee hours with parents and community members that were very popular last year and will be doing it again this year. He said he would be scheduling them as follows:

- Tuesday November 13<sup>th</sup> at 10:00 a.m. at the Savage Educational Center;
- Wednesday, January 23<sup>rd</sup> at 6:00 p.m. at Oldham
- Wednesday, March 27<sup>th</sup> at 6:00 p.m. at the Prescott.

He then reminded that Interface goes live on November 1<sup>st</sup> for those that need help with referrals for counseling.

Regarding the recently updated Residency Policy, Dr. Thomson updated that there have been six investigations of residency issues and five of the investigations found students that did not live in Norwood. He said that since those students were not residents, they are no longer with us.

The Chair informed that there have been changes to the November meetings. She said we would be cancelling the November 14<sup>th</sup> meeting and we will add a meeting on Monday, November 5<sup>th</sup>. She then updated that the retreat that was scheduled for November 28<sup>th</sup> will now be a regular School Committee Meeting.

**Policy:** Policy Sub Committee Update: With regard to *Educational Opportunities for Military Children (File: JFABE)*, Mr. Catania made a motion to conditionally approve, which was seconded by Ms. Stewart. The Committee voted unanimously in favor 5-0.

With regard to *Education Opportunities for Children in Foster Care (File: JFABF)* Ms. Smith made a motion to conditionally approve, which was seconded by Mr. Catania. The Committee voted unanimously in favor 5-0.

With regard to *Sub Committees of the School Committee (BDE)*, Ms. Smith made a motion to conditionally approve, which was seconded by Mrs. Mullen. The Committee voted unanimously in favor 5-0.

**Budget:** FY 19 Budget Update: The Members received in their packets the FY Budget Report dated October 18, 2018. Ms. Ellis gave a quick overview as outlined in this report.

FY19 Budget Transfers:

<u>TRANSFER FROM:</u>		<u>TRANSFER TO:</u>	
0638-19 Sch Inst. Sal-Conf/Other SHS	\$600.00	0765-19 SCH Cont. Fees – dues SHS	\$600.00
<b>TOTAL TO BE TRANS. FROM.....\$600.00</b>		<b>TOTAL TRANSF. TO.....\$600.00</b>	

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

FY19 Budget Transfers:

<u>TRANSFER FROM:</u>		<u>TRANSFER TO:</u>	
0931-19 Sch IS/BE CMS Adm. Inst. Sup.	\$1,500.00	0765-19 Sch Inst. Sal-Conf – CMS	\$1,500.00
1349-19 Sch Cont. Fee-Comp Supp.	\$ 116.00	0653-19 Sch Inst. Sal-Conf. CMS	\$ 116.00
<b>TOTAL TO BE TRANS. FROM.....\$1,616.00</b>		<b>TOTAL TRANSF. TO.....\$1,616.00</b>	

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

**Old Business:** None.

**New Business:** Out of State Field Trip Request – SEARCH – Williamsburg, VA April 23,-27, 2019: Ms. Smith made a motion to approve, which was seconded by Mr. Catania. The Committee voted unanimously in favor 5-0.

Ms. Smith informed that Mary Spillane will be a chaperone on this trip adding that she is a former teacher and was a chaperone many years ago.

**Consent Agenda:** Acceptance of (1) Donation:

Dr. Thomson recommended accepting the following donation:

-Bay State Textiles Rebate - \$498.00 System Wide.

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

**Personnel:** Dr. Thomson said it was bittersweet to announce that the Department Chair for Health and Wellness will be leaving us in the middle of November to take a job as Assistant Principal in East Bridgewater. He said her work with IMPACT Norwood has been amazing and we will definitely miss her.

**School Committee Addenda:** Ms. Smith wished everyone a happy and safe Halloween and reminded that Fantasy Footsteps will be running again this week. Ms. Smith wanted to bring up an idea that she had during our break. She suggested that we should possibly consider having the room across the hall from the School Committee Room be dedicated to Carole Poirier, maybe calling it the Carole Poirier Conference Room or Grant Writing Room.

Ms. Stewart reminded that Impact Norwood's first lecture in the series would be tomorrow night at the Coakley Middle School at 6:30 p.m. Ms. Stewart said that she is serving on a few different committees and has gotten to know many of the leaders in our school system. She just wanted to say we are so fortunate to have such a great group of leaders, and added that it was a testament to Dr. Thomson.

Mrs. Mullen had none.

Mr. Catania was excited to say "Go Red Sox" as they Sox were playing in the World Series. He then said we are all here thanks to the hard working members that came before us, and he thanked all the former mem

Chairwoman Bodenhofer had none.

**Executive Session:** None.

**Adjournment:** Mr. Catania made a motion for adjournment at 10:00 p.m., which was seconded by Ms. Smith. The Committee voted unanimously in favor 5-0.

Respectfully Submitted:

Donna G. Doliner, Clerk  
Norwood School Committee