

NORTON PUBLIC SCHOOLS
Norton, Massachusetts

NORTON SCHOOL COMMITTEE
MINUTES OF MEETING

RECEIVED
NORTON TOWN CLERK
2015 SEP 29 P 1:23

Date of School Committee Meeting: Monday, September 14, 2015

Location: Norton High School Auditorium

Present: Committee Members: Chairman Andrew Mackie, Vice-Chairman Deniz Savas, Mrs. Valerie Desmond, Mr. Daniel Sheedy, and Mrs. Marge Werner. Also present: Superintendent of Schools Joseph F. Baeta, School Business Manager Lincoln Lynch, Director of Curriculum and Instruction Jennifer O'Neill, Director of Pupil Personnel Services Jeanne Sullivan, Director of Technology Karen Winsper, Student Representatives Amanda Galpin and Daniel Gao.

Call to Order: The meeting was called to order at 6:30 PM.

Pledge of Allegiance:

Vote to Approve Meeting Minutes:

MOTION: by Mr. Savas to approve the minutes of the June 8, 2015 open meeting

SECOND: by Mrs. Desmond

VOTE: 5 yes

Transfers:

A transfer of \$46,934 from Private School Tuitions to LGN SPED teacher salaries to hire a SPED teacher for the purpose of keeping a student from going out of district.

A transfer of \$50,000 from SPED Contracted Services to Salaries to fund the position of Special Education Out of District Coordinator.

MOTION: by Mr. Savas to approve the minutes of the June 8, 2015 open meeting

SECOND: by Mrs. Desmond

VOTE: 5 yes

Student Representatives Update:

Seniors Amanda Galpin and Daniel Gao are serving as student representatives again this year. Recent activities at NHS include:

- Seniors and Student Council members held a car wash over the summer
- New faculty members introduction assembly
- Planning for Semi-Formal
- Officers and advisors of various clubs and activities will meet soon

Opening of School District Report and Introduction of New Faculty and Staff – Dr. Joseph Baeta:

On Tuesday, September 1st, 31 new staff members started the year. Recognition was also given to 52 staff members: 35 years of service – 1; 30 years of service – 2; 20 years of service – 6; 15 years of service – 17; ten years of service – 10. Staff welcome back day was held on September 1st and professional development day was on September 2nd. There were a few bus stop issues as is usual, and there are anticipated delays with the construction of East Main Street. Norton High added approximately 30 new students, and the official enrollment figures will be as of October 1st. The five school principals gave a brief overview of their school opening and introduced new staff members in attendance.

NMS Cross Country Program – Mr. Michael Whiteside:

Mr. Whiteside explained the proposed middle school cross country program. The budget is based on 50 students at a \$125 user fee, or approximately \$6,250. Officials are not required because coaches will officiate at the meets. Uniforms are being handed down from the high school, and coaches salaries are not required because they will volunteer their services. Expenses are basically just the bus fees. The Committee discussed the proposal and it was agreed that a user fee of \$100 would be sufficient to fund the program.

MOTION: by Mrs. Desmond to approve the NMS Cross Country Program as discussed

SECOND: by Mr. Sheedy

VOTE: 4 yes (Chairman Mackie excused himself from the meeting)

Vote to Appoint Title VI, Title IX, 504 and Sexual Harassment Coordinators/Reporters – Dr. Joseph Baeta:

Title VI Equity Coordinator:	Jennifer O'Neill
Title IX Equity Coordinator:	Jeanne Sullivan
504 Equity Coordinator:	Jennifer O'Neill
Sexual Harassment Reporters:	Martha Godfrey (NHS)
	Eric Paulus (NHS)
	Sheila Anderson (District)

MOTION: by Mrs. Werner to appoint the Title VI, Title IX, 504 and Sexual Harassment Coordinators/Reporters as presented

SECOND: by Mrs. Desmond

VOTE: 4 yes

Fall Town Meeting Articles Review and Vote – Dr. Joseph Baeta:

Submitted Article:

To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount not to exceed \$181,000 to be added to the FY '16 School Department Budget and to be expended under the direction of the Norton School Committee.

Rationale:

\$69,000 for the preventative maintenance of HVAC systems district-wide. This was in the original FY'16 budget. The district is currently dealing with numerous HVAC problems due to a lack of preventative maintenance.

\$82,000 for instructional and general supplies. The original proposal of \$132,000 was cut in order to keep positions. This amount will cover all instructional and general supplies for FY'16.

\$30,000 for curriculum development including materials and texts for K-5 English Language Arts, based on recent state testing results and alignment to the Common Core.

MOTION: by Mrs. Werner to approve the Town Meeting Article

SECOND: by Mrs. Desmond

VOTE: 4 yes

Dr. Baeta reviewed the Five Year Capital Improvement Plan memo. The only change requested is to move the purchase of the pickup truck with plow/sander to the #1 position due to the condition of the current vehicle.

Procurement Card Overview and Vote – Mr. Lincoln Lynch:

Procurement Cards (purchasing cards) are set up specifically for public entities to expedite purchasing and payables for one-time purposes along with payment for small priced items. They are an effective way to eliminate the reimbursement process to an employee when a vendor does not accept purchase orders. Twenty-three districts across Massachusetts have implemented the use of procurement cards. They are issued under the discretion of the Superintendent of Schools and the guidance of the Business Manager, and each of them would have a card. A brief discussion took place.

MOTION: by Mrs. Desmond to approve the implementation of the Procurement Card Program

SECOND: by Mrs. Werner

VOTE: 4 yes

Vote to Appoint Superintendent to Board of Directors of BICO Collaborative:

Massachusetts General Law requires that members of the Board of Directors are to be appointed annually.

MOTION: by Mrs. Werner, as follows: *Dr. Joseph Baeta is appointed to serve as the Norton Public Schools' representative on the Board of Directors of BICO Collaborative, in accordance with Massachusetts General Laws Chapter 40, Section 4E, for the 2015-2016 school year.*

SECOND: by Mrs. Desmond

VOTE: 4 yes

Superintendent's 2014-2015 Evaluation Process:

Dr. Baeta discussed the process the members will follow in regard to the evaluation. The timeline and the Superintendent's goals will be on the next meeting agenda.

Personnel:

Changes for the 2015-2016 School Year

Retirements at end of 2014-2015 School Year:

Susan Capalbo – HAY Grade 5 Teacher
Linda Thomasian – HAY Grade 5 Teacher
Michael Fenek – Custodian/Grounds
Deniece St. Germain – NMS Paraprofessional

Resignations/Terminations:

Lisa Farrell – HAY Principal
Julie Johnson – District Occupational Therapist
Laura Twomey – NHS Special Education Teacher
Jennifer Hebner – NMS Special Education Teacher
Christine Dennehy – NHS Cafeteria Assistant
Nancy Weber – JCS Paraprofessional
Ann Marie Harrington – JCS Paraprofessional

Leaves of Absence:

Jessica Carvalho – NMS Guidance
Laura O'Reilly – NHS Guidance
Beth Fournier – NHS Guidance

Transfers/Reassignments:

Laurie Czazasty – NHS Cafeteria Assistant to District Data Specialist/Admin. Asst.
Jeanine Simmons – Crossing Guard to NHS Cafeteria Assistant

Appointments:

NHS

Kathleen Adler – Long Term Substitute Guidance Counselor
Kimberly Birkett – English Teacher
Samantha Fallon – .5 Physics Teacher
Richard Guyette – Long Term Substitute Guidance Counselor
Leslie Hackbarth – Long Term Substitute Guidance Counselor
Aaron Jaros – Long Term Substitute Special Education Teacher
Michael McCarthy – .5 Wellness Teacher
Kyla Moran – Guidance Counselor
Rakesh Shoor – .5 Mathematics Teacher
Maura Strickland – Long Term Substitute Paraprofessional
Jerilyn Tameo – Special Education Teacher
Michael Travers – World Language Teacher

NMS

Peter Bianca – .5 Music Teacher
Andrea Mack – Special Education Teacher
Catherine Osgood – Special Education Teacher
Jennifer Sullivan – Special Education Teacher
Norma Fowler – Guidance Counselor
Elizabeth Whapham – Special Education Teacher

HAY

Anthony DiFonso – Principal
Vicki Hasselbacher – .7 TEAM Chair / .3 Psychologist

JCS

Jacqueline Mullen – Special Education Teacher
Carole Olszak – Psychologist
Colleen O'Neil – Grade 3 Teacher
Megan Berry – Paraprofessional

LGN

Chloe Andrade – .5 Kindergarten Teacher
Elizabeth Coger Norcliffe – Speech/Language Pathologist
Aileen Costello – .5 Adjustment Counselor
Cassandra Ogden – Special Education Teacher

District

Susan Bergstrom – .4 Occupational Therapist
Matthew Danforth – Custodian/Grounds
Cory Mikolazyk – Coordinator of Out-of-District Students and In-District Specialized Programs (replaces Consultant position)

Other:

Dr. Baeta wished to change the October 19th meeting to 6:00 PM, in the staff lunch room of the high school prior to Town Meeting. If there are items left on the agenda the Committee could meet the next week, October 26th.

The Xfinity Center contacted Dr. Baeta regarding a possible conflict with a concert on the date of graduation. He will get input from staff and students and report back at a future meeting.

Adjourn:

MOTION: by Mrs. Desmond to adjourn the meeting

SECOND: by Mrs. Werner

VOTE: 4 yes

The meeting adjourned at 7:48 P.M.

Next Meeting Date: Monday, September 28, 2015, at L. G. Nourse Elementary School

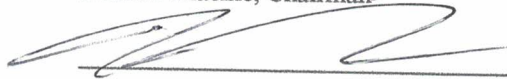
Documents and Other Exhibits used at Meeting:

- Budget Transfers
- Town Meeting Articles
- Superintendent's Evaluation Process
- NMS Cross Country Memo

Respectfully Submitted,
Joseph F. Baeta, Ed.D.
Secretary Pro Tem



Andrew Mackie, Chairman



Deniz Savas, Vice-Chairman

Valerie Desmond



Daniel Sheedy

Margaret Werner