

NORTON PUBLIC SCHOOLS
Norton, Massachusetts

NORTON SCHOOL COMMITTEE
MINUTES OF MEETING

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2017 JAN 24 A 11:39

Date of School Committee Meeting: Monday, January 9, 2017

Location: Norton Middle School Library

Present: Committee Members: Chairman Deniz Savas, Vice-Chairman Dan Sheedy, Mrs. Sheri Cohen, Mrs. Kathleen Stern, Mrs. Marge Werner.

Also present: Superintendent of Schools Joseph F. Baeta, Assistant Superintendent for Teaching and Learning Jennifer O'Neill, School Business Manager Lincoln Lynch, Director of Pupil Personnel Services Jeanne Sullivan, Director of Technology Karen Winsper, Student Representatives Mackenzie Dwyer and Tristan Grieve.

Call to Order: Chairman Savas called the meeting to order at 6:30 PM.

Pledge of Allegiance:

Vote to Approve Meeting Minutes:

MOTION: by Mrs. Stern to approve minutes of December 12, 2016 open meeting

SECOND: by Mrs. Cohen

VOTE: 4 yes 1 abstain Motion Carries

Warrant Information:

Mrs. Cohen reported that she had reviewed and approved the warrants of December 12, 2016 and December 23, 2016, and the warrants were entered into the public record.

Student Representatives Update:

- Members of the Class of 2016 visited NHS to share experiences
- Drama Club presentation
- Dr. Baeta visited many classrooms at the high school
- DECA district competition
- Mid-term exams
- Snow-shoveling fundraiser

Vote to Award Bid for On Call Labor – Mr. Lincoln Lynch:

The Invitation for Bid for "On Call Labor" was posted last month and is now closed. Six vendors submitted bids for Heating and Boiler Service, four vendors submitted bids for HVAC and Refrigeration Service, two vendors submitted bids for Electrical Service, four vendors submitted bids for Fire and Burglar Inspection and Repair Service, five vendors submitted bids for Roof Repair Service, and one vendor submitted a bid for Plumbing Service. After a thorough review

of references and submitted prices, the following vendors were recommended to be awarded contracts. The Committee is required to vote on the recommendations.

MOTION: by Mrs. Stern to award the bid for Plumbing service to **Clarence P. Rich Plumbing**

SECOND: by Mrs. Cohen

VOTE: 5 yes Motion Carries

MOTION: by Mrs. Stern to award the bid for Roofing service to **Caffrey Roofing and Painting**

SECOND: by Mrs. Cohen

VOTE: 5 yes Motion Carries

MOTION: by Mrs. Stern to award the bid for Heating/Boiler service to **Boiler Equipment, Inc.**

SECOND: by Mrs. Cohen

VOTE: 5 yes Motion Carries

MOTION: by Mrs. Stern to award the bid for Electric service to **Boivin Electric LLC**

SECOND: by Mrs. Cohen

VOTE: 5 yes Motion Carries

MOTION: by Mrs. Stern to award the bid for Plumbing to Refrigeration/HVAC service to **Mechanical Air Controls, Inc.**

SECOND: by Mrs. Cohen

VOTE: 5 yes Motion Carries

MOTION: by Mrs. Stern to award the bid for Fire/Burglar Alarm service to **Home Electronic Life Protection, Inc.**

SECOND: by Mrs. Cohen

VOTE: 5 yes Motion Carries

Update on FY18 Budget – Mr. Lincoln Lynch:

Dr. Baeta and Mr. Lynch met with all five principals and all administrators to analyze their expense requests as well as their staffing requests for FY 2017-2018 (FY18). Every request or need was to be tied into and aligned with the District's goals in order to be considered. Dr. Baeta and Mr. Lynch then compiled all request and established a "first draft" based on District priorities. The budget will be revised several times before it is presented to the School Committee. Mr. Lynch informed the Committee that the draft budget would be available for review on January 23rd. The Committee will hold a budget workshop on Saturday, February 4th, and the first reading will be at the first SC meeting in February. The final budget must be balanced, approved and submitted to the Town Manager 8 weeks prior to the May Town Meeting, or approximately the week of March 13th.

Discussion and Vote on Parent Funded MIAA Gymnastics Team at NHS:

A parent meeting was recently held regarding the formation of a totally parent-funded gymnastics team at NHS. Chairman Savas recused himself from the discussion. The Committee reviewed figures including sample student fees, practice facility, coaching fees, transportation, judging fees, competition leotards, and fundraising. After a brief discussion, the Committee voted.

MOTION: by Mrs. Cohen to approve the gymnastics team at NHS as presented for the next school year.

SECOND: by Mrs. Stern

VOTE: 4 yes 1 abstain Motion Carries

Review Policy Manual Development Proposal from Massachusetts Association of School Committees, Inc. – Dr. Baeta:

This will be a 12-16 month process. A sub committee will consist of 1 or 2 school committee members who will receive the first read with changes. There will be a public presentation and vote when it is finished. The last updates to the manual were made in 2000. The cost is spread over three years.

MOTION: by Mrs. Werner to approve the Policy Manual Development proposal from the Massachusetts Association of School Committees as presented.

SECOND: by Mrs. Stern

VOTE: 5 yes Motion Carries

Vote on Policy Sub-Committee Membership:

MOTION: by Mr. Sheedy to appoint Mrs. Stern (committee member) and Mrs. O'Neil (administration) to serve on the Policy Manual sub Committee

SECOND: by Mrs. Cohen

VOTE: 5 yes Motion Carries

Consideration of Technology Sub-Committee Membership:

Mr. Sheedy volunteered to serve on the sub-committee.

MOTION: by Mrs. Werner to appoint Mr. Sheedy to the Technology Sub-Committee

SECOND: by Mrs. Stern

VOTE: 5 yes Motion Carries

Ad Hoc Committee Update:

Members on this committee consist of two Selectmen and two SC members (Mr. Savas & Mrs. Cohen along with Dr. Baeta). The committee was formed to discuss future needs of Norton. It usually meets monthly, and this Thursday they will discuss the recent audit, and tax rates will also be explained.

Technology Presentation – Mrs. Karen Winsper:

Mrs. Winsper provided the Committee with an update on the technology department as it relates to the District's Technology Plan and Strategic Plan. She discussed the age of equipment being used, lease versus buy, alignment with the Strategic Plan, chrome books, and current equipment ratios. The Committee thanked her for the informative update.

Lancer United for Community Knowledge (LUCK) Program – Dr. Baeta:

Dr. Baeta discussed a new partnership between the Norton Public Schools, Norton Parent Organization Groups, and the Norton Police Department. The LUCK program will offer monthly presentations. The first presentation will be a special screening of “Screenagers – Growing Up in the Digital Age” to be held on Wednesday, January 25th, from 6:30-8:00 PM at Norton High School. Mrs. Stern discussed two apps for parents to monitor social media for their children.

Other:

Chairman Savas recommended that the Committee vote to allow Dr. Baeta to grant permission for students to remain in the District under hardship circumstances exclusive of the cap numbers per grade. He wished to amend the wording to reflect this change.

MOTION: by Mrs. Cohen to authorize Dr. Baeta to grant permission for students in hardship circumstances to remain at NPS regardless of the grade cap numbers.

SECOND: by Mrs. Stern

VOTE: 5 yes Motion Carries

Dr. Baeta informed the Committee that NEASC has been delayed in sending the report on the NHS evaluation held in May. A draft report has been received and it is expected that full accreditation will be received in late January.

Dr. Baeta reported that his Executive Assistant Terry Rand has been appointed as keeper of the public records for the school department as required under a new state law. She was appointed by the Town Manager and her title will be Records Access Officer.

The Committee congratulated Coach Pat Coleman for being inducted into the National Wrestling Hall of Fame in April. He will be recognized by NPS at a later date.

(EPP) Educational Program Planning Committee is reviewing a draft plan for building utilization by the town and school department. Several configurations have been suggested and there will be a public presentation later in the month and a final vote after that.

Next Meeting Date: January 23, 2017, Norton Middle School Library at 6:30 PM

Motion to Adjourn:

MOTION: by Mrs. Werner to adjourn the meeting

SECOND: by Mrs. Stern

VOTE: 5 yes Motion Carries

The meeting adjourned at 7:57 PM.

Documents and Other Exhibits Used at Meeting:

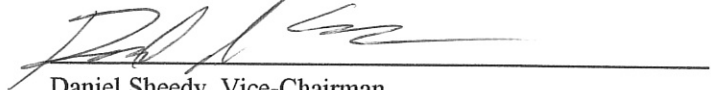
- MASC Proposal for Policy Manual Development
- Technology Department Update

- Technology Plan


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



Deniz Savas, Chairman

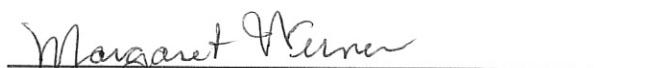


Daniel Sheedy, Vice-Chairman



Sheri Cohen

Kathleen Stern



Margaret Werner