NORTON PUBLIC SCHOOLS Norton, Massachusetts

NORTON SCHOOL COMMITTEE MINUTES OF MEETING

NORTON TOWN CLERK

2018 OCT 16 A 10: 00

Date of School Committee Meeting: Thursday, September 20, 2018

Location: Norton Middle School Library

Present: Committee Members: Chairman Sheri Cohen, Vice-Chairman Kathleen Stern, Mrs. Carolyn Gallagher (6:38 p.m.), Mr. Deniz Savas, Mr. Daniel Sheedy (7:05 p.m.). **Also present:** Superintendent of Schools Joseph F. Baeta, Assistant Superintendent for Teaching and Learning Jennifer O'Neill, School Business Manager Matthew Wells, Director of Pupil Personnel Services Jeanne Sullivan, Technology Director Karen Winsper, Student Representative Cooper Smith.

Call to Order: Chairman Cohen called the meeting to order at 6:30 p.m. and announced that the meeting was being video recorded by Norton Cable Access for public record.

Pledge of Allegiance

After the Pledge of Allegiance, Chairman Cohen stated that, for the record, if there were ever questions during School Committee meetings that members of the audience were welcome to raise their hand, state their name and address, and ask a question.

Vote to Approve Meeting Minutes:

MOTION: by Mr. Savas to approve the minutes of the September 6, 2018 Open Meeting as

amended

SECOND: by Mrs. Stern

VOTE: 3 yes Motion Carries

Warrants:

Mrs. Stern reported that she reviewed and approved the following warrants, to be entered into the public record:

•	June 18, 2018	\$426,726.37
•	June 28, 2018	\$484,151.06
•	July 25, 2018	\$444,096.34
•	July 31, 2018	\$176,307.76
•	August 13, 2018	\$198,773.39
•	August 28, 2018	\$141,873.01

Student Representative Update:

Cooper Smith addressed the Committee regarding events at NHS:

- Senior Cruise was held on Monday evening prior to School Committee meeting and from the pictures on Twitter looked like it was a fun time
- All the sports teams are doing well and golf is undefeated
- So far school year going well without any hiccups
- Other student representative, Caroline Daly, hasn't been able to make last two meetings because of her volleyball team commitments. Should be at rest of meetings going forward

Opening of School Report - Norton Middle School - Mr. Vincent Hayward:

Chairman Cohen introduced Principal Hayward and Assistant Principal Goldstein. Mr. Hayward addressed the Committee regarding the start of the school year at NMS. School opened with 595 students and 71 teachers. The priority is to make NMS the greatest Middle School we can have and to keep NMS safe and secure. Students were welcomed on the first day of school with messages in chalk near school entrances which made them feel connected.

Three new staff members were welcomed and Mr. Hayward feels that they are the right fit for NMS: Lars Tenglin, Grade 7 Social Studies Teacher, Hannah Patriquin, Grade 6 Academics in Action ELA Teacher, and Andrew Straus, Grade 6 Science Teacher.

Mr. Hayward noted that prior to the opening of school staff members made puzzle pieces: we all fit, we are all connected and we all have a place. Students will be doing their own pieces and they will be displayed in the rotunda.

Mr. Hayward reported that NMS athletics were off to a good start and that cuts had to be made for some teams. Cross Country has 71 - 72 students and they lost their first meet but look to rebound.

Regarding clubs and activities, sign-ups are taking place and a new Drone Club is being added. The Culture and Climate initiative is continuing this year which is all about positivity and being responsible for your actions.

Mrs. Cohen thanked teachers and staff for the sidewalk art and welcomed the new staff. She thanked NMS for all they do for our students.

Unified Basketball - Ms. Nicole Nunes and Mr. Aaron Sumner:

Ms. Nunes and Mr. Sumner presented a short video and PowerPoint presentation to the Committee regarding the addition of a Unified Basketball team at NHS. There are already 15 – 20 students interested. It was noted that the Unified Track team program was a huge success and were the D2 South Champions during its first year.

To become a National Unified Banner School, 10 criteria items must be met and Norton currently meets 8 of these items. Norton needs to focus on having Unifed Sports being recognized in a similar style as other athletics as a Varsity sport with stipend coach positions and making the program self-sustainable.

Tentative schedule includes 5 games with practices starting the week of September 24th. There were 22 to 23 teams last year and it is up to 55 this year.

Funding was made available through a 3-year grant. After the 3 years we must be self-sustained. The grant during the 2nd year would cover \$1,000 towards track and \$1,000 towards basketball. High estimates for funding the basketball program (coaches, etc.) would be \$7,570.47 but could be reduced by up to \$3,500. Mrs. Kasey Bortolotti has offered to run the boosters organization and would help with fundraising.

Mrs. Cohen noted that Boys Volleyball came to the School Committee as a self-pay program and it was to put into the budget and suggested doing the same for this program.

Mr. Savas stated he would vote yes on this item but expressed his concern about a vote as it was not an agenda item. Dr. Baeta noted that this agenda item was not reasonably anticipated 48 hours in advance of the meeting, due to a miscommunication with the Athletic Director's office, and a vote could take place under "Other".

Mrs. Cohen asked how students could get involved and help and Ms. Nunes said they should come and see her. Dr. Baeta noted that from what he has seen from Norton Public Schools students, and in particular NHS students, there will be no problem finding students to help.

MOTION: by Deniz Savas to approve the addition of Unified Basketball as part of the Unified

program

SECOND: by Mrs. Stern

VOTE: 4 yes Motion Carries

AP Exams Results - Mrs. Jennifer O'Neill:

Mrs. O'Neill presented to the Committee a brief overview of the 2018 AP results from NHS. She reported that in May of 2018 186 students took 321 AP exams. 68% of students received a qualifying score of 3 or better and 35% received a 4 or 5. Many of our students are able to take these credits and apply to their college careers, and in some cases are able to graduate a semester early. 84 students took AP Psychology and 58 took AP U.S. History. 2 students took and received 5's on their AP Drawing portfolios. 89% of students that took the Biology exam received a 3, 4 or 5 while the national average passing rate was 61.2%.

Mr. Savas questioned why Physics was not offered. Mrs. O'Neill stated that an Introduction to Physics course is offered to Grade 9 students. Mrs. O'Neill was going to talk to Lauren Bukowski to get more information. Dr. Baeta stated that we have alternated with some of our AP classes from year to year.

Transportation Update - Mr. Matthew Wells:

Mr. Wells updated the Committee on NPS transportation. He noted that they were continuing to work on leveling the bus loads. As noted in the previous meeting, we had reached out to Bloom about adding an additional bus but have not heard back. Two routes were reworked in the Glen

area to reduce loads. Drivers have been checking for passes and recorded who did not have passes. There are still quite a few not registered.

Mrs. Cohen stated that we can't have parents not registering their students for buses and that we need to have consequences.

Mr. Wells asked for guidance on a fee schedule for replacing lost bus passes as well as a date for when bus passes are required. Mr. Wells suggested October 1st as the date passes were required and would get notification out to parents. On that date students would be picked up in the morning but parents would be called to pick up their children in the afternoon if not registered.

Dr. Baeta suggested that even though a policy is in place a vote be taken by the Committee in case of a challenge.

MOTION: by Mr. Savas to have October 1st be date bus passes required to ride bus

SECOND: by Ms. Stern

VOTE: 4 yes 1 abstain Motion Carries

MOTION: by Mrs. Stern to Replace 2nd bus pass no charge and \$5 fee thereafter

SECOND: Deniz Savas

VOTE: 4 yes 1 abstain Motion Carries

Mr. Savas asked where we stood as far as the Bloom contract. Dr. Baeta noted that we were in the third year of 3-year contract. Mr. Savas recommended calling Bloom one more time and if no call back to start seriously looking at numbers to privatize next year.

Personnel Update - Dr. Baeta:

Dr. Baeta updated the School Committee on District personnel regarding new hires, resignations, retirements, cuts, and FTE changes. Please see attached Staff Changes 2018-2019 spreadsheets as read by Dr. Baeta to be entered into the record.

This information will be provided to the Finance Committee. This information does not currently include requests for maternity leaves and fill-ins that we have coming in and changes daily. We take an educational guess regarding our needs and some years we are right there and some years we have to take from other accounts.

Mrs. Gallagher asked how the reductions impact math classes. Dr. Baeta stated that at NHS three less math classes offered and at the NMS five sections of math not offered. At NHS direct impact is to class size and students unable to take specials they would like to take prior to college. After October 1st a class size report will be available.

Mr. Savas wanted to highlight that the Para Professional positions are mandated positions. He suggests for consideration during the next budget season not having one unified budget but that the budget be split into two separate budgets because it is like we are running one district with two different schools/businesses with two sets of separate rules.

Mrs. Stern asked if Chartwells hired any of our laid off cafeteria workers. Dr. Baeta noted that he believed eleven were hired. He stated that union negotiations were underway with the cafeteria workers and Chartwells.

Comparable Financials Report - Dr. Baeta:

As requested by the Committee, Dr. Baeta took a look at comparable financials. He started by noting that utilizing School Choice money as part of net schools spending or increase to a budget violates School Choice program mandates. He read into the record: "Expenditures made from the revolving fund for school choice tuition revenue do not count toward meeting a district's net school spending requirement because the spending requirement relies upon local tax effort and school choice revenue is derived from other communities." This is not money coming from Norton taxpayers. Dr. Baeta stated that he looked at 2017 DESE school district financials as found on our website from ClearGov. These figures show what we are expending as a community in all accounts including fees, Choice, Free and Reduced lunch, lunch programs, grant programs, etc. Comparisons looked at were Norton, Easton, Foxboro and Mansfield. The closest to Norton as far as number of students for 2017 is Foxboro. Norton has 311 employees and Foxboro has 365.

Norton spent \$36.7 million while Foxboro spent \$44.8 million for 100 more students. Town provides Norton 53.10% vs. Foxboro 71.2%, Easton, 71.2% and Mansfield 58.8%. State provides Norton 37.3%, vs. Foxboro 21%.

Other comparisons presented included expenditures and student performance, teacher salaries and fees. Comparing increases to pupil expenditures since 2008, Norton is the only community that has had two years (2010 and 2013) with differences in the negative.

As recommended by the Chair and Co-Chair Dr. Baeta will update the charts for clarity. Mrs. Cohen asked for a neat grid to make it easier for the public to get a complete representation of how Norton compares to neighboring communities. Mrs. Cohen stated that the financials are eye opening and that the public has to ask questions.

In looking at municipal contributions, Mr. Savas stated that have to take care of our own and we can't keep short changing the children of our town.

Dr. Baeta stated that to compare apples to apples we need to look at expenditures from audited numbers. He also stated that we need a financial plan to move forward.

Superintendent's Goals for 2018-2019 – Dr. Baeta:

Dr. Baeta presented his goals for the 2018-2019 school year to be voted on by the Committee:

Student Learning Goal

Goal #1:

Develop and implement in conjunction with staff and administrators our *Social Emotional and Behavioral Learning Guidelines for PreK-12*. This is the second year of development and

implementation. At least **twice** during the year an update will be provided to the School Committee.

Goal #2:

Strategize and develop an internal data driven decision making process for students that will improve the academic and social emotional development of students.

Professional Practice Goal

Goal #3:

Complete by June 30, 2019 Learning Walks (LW) by building in conjunction with central office administrators and building level administrators. A full LW Data Report will be filed with the School Committee by June 2019.

District Improvement Goals

Goal #4:

Continue the *School Culture and Climate Committees* at the building level and create a needs assessment and priorities using information from the building level meetings and staff, student and parent/guardian *Panorama Education Surveys*. Provide the School Committee with an Executive Report of the findings of the survey results.

Goal #5:

Complete the Portrait of a Graduate competencies for PreK-12 by November 2018.

Goal #6:

Complete by December 2018 a new Strategic Plan: Vision 2021

MOTION: by Mrs. Cohen to accept Superintendent's Goals for 2018-2019

SECOND: by Mrs. Stern

VOTE: 5 yes Motion Carries

Policy Manual - Dr. Baeta:

Dr. Baeta informed the Committee that the completed Policy Manual would be online in approximately 90 days and that that any changes in the future could be made easily. Mrs. Stern asked if all schools would get hard copies of the manual and Dr. Baeta said it was debatable since it was available online. Dr. Baeta thanked the Committee and Mrs. Stern in particular for her time spent over meetings with him and Mrs. O'Neill. He also thanked the Business Office (Mr. Lynch) and Mrs. Sullivan, Mrs. Winsper, and Mr. Lizotte who also helped by reading over policy sections and offering feedback.

Other Business: Topics Not Reasonably Anticipated 48 Hours in Advance:

Dr. Baeta asked the Committee to consider, based upon an emergency situation at the LGN, a Capital Improvement recommendation Monday night of up to \$30K to replace a hot water pipe from 1960 that runs under a floor and run along the ceiling. We can no longer band-aid the pipe as gallons of water running under the school.

Dr. Baeta asked NMS and NHS for a list of students to be a part of the Superintendent's Student Advisory Committee. Dr. Baeta will meet with the group approximately 4-6 times a year to discuss a variety of topics. Food will be provided. Currently there are 14 students on the list. Invitations will be going out.

Dr. Baeta thanked Terry Rand and Donna Kilburn for taking the lead and offering to take minutes at the School Committee minutes.

Motion to Adjourn Open Session to enter Executive Session for the purpose of discussion of litigation not to return to Open Session:

MOTION: by Mrs. Cohen SECOND: by Mr. Savas

VOTE:

Cohen – yes; Stern – yes; Savas – yes; Gallagher – yes; Sheedy - yes

Motion Carries

The meeting adjourned at 7:48 p.m.

Documents and other exhibits used at meeting:

 Unified Basketball Program PowerPoint Presentation; NHS Advanced Placement Program Overview sheet; Staff Changes 2018-2019 lists; Comparable Financials Memo & Reports; Superintendent's Goals 2018-2019

Next Meeting Date: Thursday, October 11, 2018 – 6:30 pm at J. C. Solmonese Elementary School Library

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

Sheri Cohen, Chairman

Kathleen Stern, Vice-Chairman

Carolyn Gallagher

Deniz Savas

Daniel Sheedy

RESIGNATIONS	HIRE DATE	EFFECTIVE DATE	2018-2019 HIRES / STATUS
dler, Kathleen - NHS Guidance	9/1/2015	June 26, 2018	Nesbitt, Caitlyn
kerman, Elizabeth - NHS English Teacher	9/2/2014	June 21, 2018	Fay, Christine
eatrice, Stephanie - NHS Music	8/29/2017	June 26, 2018	Knippel, Matthew
oudreau, Julie - NHS English Teacher	9/7/2010	June 21, 2018	Pratt, Ryan
conley, Brittany - NHS Guidance	9/7/2010	June 21, 2018	Proulx, Jennifer
costello, Aileen - LGN Adjustment Counselor	9/1/2015	August 28, 2018	TBD
	9/4/2007	June 30, 2018	Sumner, Aaron
Currle, Ted - Athletic Director	7/1/2015	August 28, 2018	Geoghegan, Martin
DiFonso, Anthony - HAY Principal	9/7/2010	June 21, 2018	Denningham, Karyn
Green, Katelyn - NHS Math Teacher			Giuliano, Lisa (From NHS Asst. Principal to Acting Principal for 2018-2019); Hood Gregory (Interim NHS Asst. Principal for Giuliano)
afayette, Megan - NHS Principal	9/2/2003	July 20, 2018	
ynch, Linc - School Business Manager	7/1/2014	June 30, 2018	Wells, Matthew
Mahoney, Patricia - NHS .6 Math Teacher	12/16/2015	June 21, 2018	Not Filled .6
lloran, Kyla - NHS Guidance	9/1/2015	November 20, 2017	Vincent Cerce
D'Connell, Jacqueline - JCS Sp. Ed Teacher STEP	9/1/2015	July 17, 2018	Coffey, Paige
Parlon, Mark - NHS Custodian	8/15/2005	July 27, 2018	Lane, Eric
Pigeon Martinez, Jacqueline - NHS Science Teacher	9/4/2012	June 21, 2018	Marchilena, Rebekah
Rockne, Wendy - NHS English Teacher	9/2/2003	June 21, 2018	Martell, Caroline5 FTE (Not Fillled .5 FTE)
Fravers, Michael - NHS World Language Teacher	9/1/2015	June 21, 2018	Demers, Daniel
Wissler, Joanna - NHS Science	9/6/2011	June 21, 2018	Murphy, Kerri (Newly created Computer Science position) Total Not Filled: 1.1 FTE
			make the first function of the description of the d
RETIREMENTS	0.000.004.4	1.1.20.2018	Simone, Elizabeth
Anderson, Sheila - Coordinator of HR & Payroll	8/25/2014	July 30, 2018	Place, Jeremy91 FTE (Not Filled .09 FTE)
Arieta, Tom - JCS Music Teacher	9/8/1998	June 21, 2018	Total Not Filled: .09 FTE
LAYOFFS / RIFS			
Allen, Judith - NHS Admin. Assistant	10/30/2017	June 2018	Almeida, Linda (via "bumping" from .8 Food Service eliminated position)
Batinsey, Christopher - NMS Math Teacher	11/14/2016	June 21, 2018	Not Filled 1.0
Falvey, Elizabeth - LGN K Teacher	8/29/2017	June 21, 2018	Recalled 6/21/18 - In Budget/Enrollment
raivey, Elizabeth Edit it reading			Recalled 6/21/18 - Tuition from Teacher
Lyons, Sara - LGN Grade 1 Teacher	8/29/2017	June 21, 2018	Reassignment to PK
McCarthy, Michael - NHS Wellness Teacher	9/1/2015	June 21, 2018	Not Filled 1.0
Moitoza, Cameron - NHS Wellness Teacher	8/29/2017	June 21, 2018	Not Filled 1.0
Patten, Diane - NHS .4 Art Teacher	10/18/2017	June 21, 2018	Not Filled .4
Perry, Tessa - LGN Grade 1 Teacher	8/29/2017	June 21, 2018	Not Filled 1.0
Perry, Tessa - LGN Grade T Teacher	8/28/2017	June 30, 2018	Not Filled 1.0
Zanowski, Laura - Assistant Dir. of Special Ed	0/20/2017	dano de, zero	Total Not Filled: 5.4 FTE
LEAVE OF ABSENCES 2018-2019			
Champagne, Micaela - NHS Art Teacher		2018-2019 School Year	Patten, Danielle
Costa, Lindsay - NHS Math		Aug 28 - Nov 16, 2018	Bregnard, William
Cummings, Christopher - NMS ELA Teacher		2018-2019 School Year	Not Filled 1.0
Down, Nicole - NMS Social Studies Teacher		2018-2019 School Year	Tenglin, Lars
Eno, Dom - NHS Custodian		TBD	Nolan, Christopher
Hamann, Jayme - NMS Science Teacher		2018-2019 School Year	Straus, Andrew
That had been a second to the			Total Not Filled: 1.0 FTE
APPOINTMENTS			
Kenney, Caroline - LGN .57 Wellness Teacher		August 28, 2018	Reduction of Specials (Increase of .2) For Skowronek, Jennifer (From NMS to NHS
Patriquin, Hannah - NMS ELA Teacher		August 28, 2018	A. Sumner's Position) Increase: .2 FTE
Patriquin, Hannan - NMS ELA Teacher		August 20, 2010	A STATE OF THE PARTY OF THE PAR

STAFF CHANGES 2018-2019

FTE DECREASES			
Arouca, Kerry - PE Teacher (1.0 to .78 JCS)		2018-2019 School Year	Not Filled .22
Bray, Kim - French Teacher (.49 to .4 NMS)		2018-2019 School Year	Not Filled .09
Crane, Jennifer - PE Teacher (.98 to .94 at HAY)		2018-2019 School Year	Not filled .04
Nroblewski, Jill - Spanish Teacher (.8 to .6 NMS)		2018-2019 School Year	Not Filled .02
			Total Not Filled: 0.37 FTE
ELIMINATION OF FOOD SERVICE DEPT.			
Almeida, Linda - Admin. Assistant .8	1/2/2001	June 2018	Not Filled .8
Aranjo, Kim	9/18/2017	June 2018	Not Filled 1.0
Arcaro, Margo	9/6/2005	June 2018	Not Filled 1.0
Blye, Lori	9/18/2006	June 2018	Not Filled 1.0
Bramwell, Nancy	4/28/1997	June 2018	Not Filled 1.0
Butler, Susanne	10/15/2002	June 2018	Not Filled 1.0
Catudal, Catherine	9/6/2005	June 2018	Not Filled 1.0
Choquette, Kathy	6/6/1994	June 2018	Not Filled 1.0
Foley, Michelle	9/3/2013	June 2018	Not Filled 1.0
Fonseca, Kathleen	10/13/2015	June 2018	Not Filled 1.0
Ford, Aimee	2/1/2016	June 2018	Not Filled 1.0
Hebner, Sharon	9/18/2000	June 2018	Not Filled 1.0
Patten, Renee	10/11/2011	June 2018	Not Filled 1.0
Petrelli, Jo-Ann - Food Service Director	9/8/1998	June 2018	Not Filled 1.0
Pryron, Margaret	10/9/2007	June 2018	Not Filled 1.0
Rivard, Linda	9/3/1996	June 2018	Not Filled 1.0
Robichaud, Colleen	9/3/2013	June 2018	Not Filled 1.0
Simmons, Jeanine	10/1/2015	June 2018	Not Filled 1.0
Wilson, Kristin	9/8/1998	June 2018	Not Filled 1.0
			Total: 18.8
CUT IN SERVICES			
NHS Academic Coordinators (8)		2018-2019 School Year	Total Not Filled: 1.6 FTE
Elementary/NMS Unit Leaders (18)		2018-2019 School Year	TBD
			EDUCATIONAL NOT Filled: 9.36
			OTHER NOT FILLED: 18.8
			TOTAL FTE NOT FILLED: 28.16

STAFF CHANGES 2018-2019 PARA-PROFESSIONALS

RESIGNATIONS	HIRE DATE	EFFECTIVE DATE	FTE
Dutra, Jennifer - NHS Para	8/29/2017	June 21, 2018	1.0
Fitton, Evan - HAY Para	11/7/2016	August 14, 2018	1.0
Mall, Jaime - NHS Para	11/28/2016	September 7, 2018	1.0
Reardon, Kaitlyn - HAY Para	8/29/2017	August 15, 2018	1.0
Solomon, Brittany - JCS Para	11/28/2017	June 21, 2018	1.0
RETIREMENTS			
Ardagna, Elaine - NHS Para	9/6/1988	September 7, 2018	1.0
Blais, Joan - HAY Para	9/5/2000	May 18, 2018	1.0
Bonda, Andrea - NHS Para	9/2/1997	May 5, 2018	1.0
O'Sullivan, Sandy - JCS Para	9/5/2000	June 30, 2018	1.0
	STATE OF THE PERSON NAMED IN COLUMN TWO	SITIONS TO FILL	9
	Committee of the commit	TIONS BUDGETED	2
	TOTAL POS	SITIONS TO FILL	11
APPOINTMENTS			
Blye, Briana - JCS .5 Para	8/28/2018		0.5
Chirichiello, Rachel - JCS .5 Para	8/28/2018		0.5
D'onofrio, Katherine - JCS .5 Para	8/28/2018		0.5
Dean, Marisa - HAY .5 Para	8/28/2018		0.5
Fritz, Jennifer - JCS .5 Para	8/28/2018		0.5
Froio, Elizabeth - JCS .5 Para	8/28/2018		0.5
Litton, Nicole - HAY .5 Para	8/28/2018		0.5
O'Donnell, Meghan - JCS .5 Para	8/28/2018		0.5
Silvia, Dianne - HAY .5 Para	8/28/2018		0.5
Uzmann, Alison - HAY .5 Para	8/28/2018		0.5
Volpe, Rebecca - JCS .5 Para	8/28/2018		0.5
Weidner, Katie - HAY .5 Para	8/28/2018		0.5
Williams, Emma - HAY .5 Para	8/28/2018		0.5
Ciardi, Jessica - HAY Para	8/28/2018		1.0
Gonsalves, Kathleen - NHS Para	8/28/2018		1.0
Sullivan, Thomas - NMS Para	9/24/2018		1.0
Toombs, Jennifer - NHS Para	8/28/2018		1.0
		SITIONS FILLED	10.
	POSITION	S NOT FILLED:	0.5