

NORTON PUBLIC SCHOOLS
Norton, Massachusetts

NORTON SCHOOL COMMITTEE
MINUTES OF MEETING

RECEIVED
NORTON TOWN CLERK
2019 OCT -7 A 10: 5

Date of School Committee Meeting: Thursday, September 19, 2019

Location: J.C. Solmonese Elementary School Library

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

Call to Order: Chairperson Stern 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:

Vote to Approve Meeting Minutes:

Mr. Savas noted a correction on Page 6 of the June 13, 2019 minutes under the title of "Homework Committee Update." The fourth sentence should read "....between teachers IS needed" and not "....if needed."

MOTION: by Mr. Savas to approve the minutes of the June 13, 2019 Open Meeting.

SECOND: by Mrs. Cohen

VOTE: 4 yes Abstain – Chairperson Stern

Warrants:

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

- June 13, 2019 \$594,365.23
- June 25, 2019 \$287,248.61
- July 18, 2019 \$742,630.33
- July 25, 2019 \$311,536.26
- August 13, 2019 \$854,872.18
- August 27, 2019 \$287,997.34

Student Representative Update:

L.G. Nourse and JC Solmonese:

- Boosterthon Kick Off Pep Rally will be held on October 2nd at LGN
- Family Welcome Back Breakfasts have been happening all through the week for each grade at JCS

- Fall Festival at JCS will be on September 29th
- LGN and JCS collaborated with Mansfield for International Dot Day. This celebration is in reference to the book "The Dot," author Peter Reynolds, with creativity to celebrate "making your mark in the world."

HAY:

- Picture Day
- Music band rental night

NMS:

- Club and Activities are starting. The Rubik's Club has been added this year.

NHS:

- Senior Cruise night is tonight, September 19th
- Picture Day Monday
- College Financial Seminar Night is September 26th
- College Fair is October 3rd
- Sports have all started

Opening of School Report J.C. Solmonese – Mrs. Riitta Bolton:

Mrs. Bolton reported it was a smooth beginning school year considering the window project. She thanked the custodians for doing a really good job. She announced new staff members and position updates.

The enrollment for the school is 519 students with the following class sizes:

- Preschool program has 108 students
- Kindergarten has 98 students with class sizes between 18-21 students
- 1st grade has 92 students with class sizes between 18-19 students
- 2nd grade has 106 students with class sizes between 20-22
- 3rd grade has 85 students with class sizes between 23-26 students
- School Choice has 30 students

Mrs. Bolton also addressed the excitement for the Lucy Caulkins reading and writing workshops and the use of the Panaroma Platform to house all student information. They will continue with PBIS program and changed the school pledge to match PBIS expectations.

Daniella Bouley from the SPO addressed some of the activities sponsored by the organization such as the family breakfast, Flamingo Flocking Fundraiser, fall festival, participating in the Town Halloween parade and lots of exciting enrichment activities and field trips throughout the year.

Dr. Baeta introduced Ann Marie Baker as the new Assistant Principal and Coordinator of Early Education. She has been with us for over 10 years and is replacing Kristine Kefor. There were many internal candidates interested, which was great. We welcome Ann Marie and thank her for being with us.

Transportation Update – Mr. Matthew Wells:

Transportation had a smooth start with minimal issues. All riders are paid in full or are in good standing with payment plans. All buses running at per bus ridership under 50 students. A bus exit only lane has been added at the high school. Dr. Baeta thanked all the staff who helped to make this a smooth start. He also mentioned we need support with change of start times for the 2022 school year.

Vote on Fall Town Meeting Articles and Capital Improvement Recommendations – Mr. Matthew Wells:

At the Town Meeting to be held at the Norton High School on October 21st, Article 1 requests \$548,124 for materials and supplies, curriculum and technology. Capital request is for \$256,000 towards a plow truck for snow clearing at the high school, a tractor for walkway clearing, and the beginning of the replacement cycle for minibuses. Town Manager Mike Yunits needs a vote from school committee for the article.

MOTION: by Mr. Sheedy to requested funds of \$548,124 on Article 1 at Town Meeting to be held on October 21st.

SECOND: by Mr. Savas

VOTE: 5 yes Motion Carries

Dr. Baeta referenced the hand out for the 5-Year Capital Plan in the amount of \$256,000. Discussion was held about the heat in boys' locker room at the middle school. It was explained there is heat but controlled by the girls' locker room. The capital plan includes re-piping.

MOTION: by Mrs. Cohen to approve 5-year Capital Plan to request \$256,000 at Town Meeting to be held on October 21st.

SECOND: Mrs. Gallagher

VOTE: 5 yes Motion Carries

Elementary Window Project Update – Mr. Wade Lizotte:

Mr. Lizotte presented a power point presentation with pictures outlining the accomplishments of the project to date at the LGN and JCS. He addressed that there is great improvement already with the temperature, sounds and brightness in the classrooms. The staff has been positive. He thanked the team he works with. Dr. Baeta also thanked everyone for how hard they been working.

The asbestos situation on the 2nd floor at the HAY was discussed. The Department of Environmental Protection (DEP) and Department of Labor Standards (DLS) requires us to go through them. Dr. Baeta explained the process of phases or abatements that will be taking place. A designer sets the plan with DEP, then DEP may send back clarification. A final review and approval will be needed to begin the phase of clean up or an abatement. We are about to complete a Phase 1 of the plan tonight or tomorrow morning which is to have the total area unoccupied for 24 hours to clean and test all material. If the material tests clean, we can proceed to next phase. If not, everything will need to be recleaned and retested. Dr. Baeta will be sending out an email of the latest updates to the HAY parents. He also mentioned the kids

have been great and they have materials needed to conduct a class. Classrooms are in the gym, library, cafeteria and administration is doubling up in rooms. Administration visit classrooms often. The financials of this project will be discussed at a later date.

Chairperson Stern questioned concern from Mrs. Luke about the opening of the windows at LGN being at eye level. The new windows open all the way into the classroom. Mr. Lizotte addressed the issue and will be providing window adjustments so the window will only open 6-8 inches. One window per classroom will be labeled for emergency access and will be able to open all the way.

Concern regarding asbestos in other schools was discussed. There may be asbestos in not easily accessible areas such as walls, above ceilings and insulation piping. As long as it is not disturbed it is safe. An abatement for this should be in the master plan. Every six months our schools are reviewed for asbestos and the results can be found in each main office and the Facility Department website.

Athletic Complex Update – Dr. Baeta:

The Athletic Complex was on our Capital Improvement Plan for the last four years. At the May 2019 Town Meeting \$20,000 was funded in the Capital Improvement Plan for this study. Dr. Baeta presented four options to the School Committee with architectural designs. The designs are by Gale, who specialize in this field. Estimated expenditures are between \$7 and \$9 million dollars, depending on final approval. It was addressed in an option and presented to the town to include a new Senior Citizen building on the grounds. The town is considering other areas and it is not on the table at this time.

Aaron Sumner, Athletic Director mentioned some benefits with a new complex, i.e., a new 8 lane track would allow Wheaton College to use our facility and we could host state track meets and other sports. The revenue generated could help future maintenance or possibly reduce students sport user fees. He will contact other schools/facilities to get price comparisons for rental of complex. We will also communicate with other partners about the proposed Athletic Complex.

Mrs. Gallagher wanted to clarify that some sports, i.e., Lacrosse, could not play on our fields due to the current conditions and teams had to be transported to other locations to play, i.e., the YMCA. While under renovation, it was noted that transportation costs will go up due to traveling more to other schools and facilities for our sports events. Updating the HAY playground is not on this bid. A Capital Adhoc Committee has consideration for updates to the playground.

September 30th will be the next full facility committee meeting. Proposed ideas to get a vote on design will be at a later date. An update about the Athletic Complex should be presented at a Town Meeting for the expenditure of the allocated funds for this project.

Vote to Approve New Logo – Dr. Baeta:

Dr. Baeta presented a memo from Karina Sallaway and a sample of the new Norton “N” logo. He explained we need to rebrand ourselves to distinguish ourselves from other organizations. We can patent this logo to ensure it is Norton’s. This new logo would be part of the athletic

program, schools and parent organizations. Anyone wanting to use the logo would have to obtain permission. The memo provides codes and labels for use of the right color code and text. This is the first phase and we will transition the new logo to athletic uniforms as well.

MOTION: by Mrs. Cohen to approve the new Norton "N" logo

SECOND: Mrs. Gallagher

VOTE: 5 yes Motion Carries

Personnel Update – Dr. Baeta

Dr. Baeta provided a spreadsheet of staff changes for the 2019-2020 school year. The staff changes are within our budget and he will provide the spreadsheet to the Finance Committee.

Vote to Approve Transfers – Mr. Matthew Wells:

FY 2019 year-end closing required a transfer of \$160,568.86 from salaries to support expenses. Efficiencies in hiring created the favorable balance in salaries, and the balance was used in expenses to support out-of-district and homeless transportation. Dr. Baeta informed the committee the transfer was within our budget and not new funds.

MOTION: by Mr. Savas to approve the transfer of \$160,568.86 from salaries to expenses

SECOND: by Mrs. Cohen

VOTE: 5 yes Motion Carries

Other Business:

- Dr. Baeta addressed his concern of the public service announcement that the Sandy Hook Promise organization released. Concerns are about the stress for the children, no adults are in this video despite the efforts they have done to get trained for certain situations and he wants to emphasize be educated, get educated and talk to the children. Dr. Baeta will be addressing parents.
- Chairperson Stern read a thank you note from Angela Connors. She was one of the recipients of a Kay Burton Scholarship from the Class of 2018. Ms. Connors is attending Assumption College. The thank you note will be passed onto the board members of that scholarship committee.
- Chairperson Stern will be attending the MASC Joint Conference in November and needed school meeting signatures on a form she presented so she can be a delegate and vote at the conference to represent Norton.
- Chairperson Stern introduced material with outlines regarding a previous discussion about changing classes to Honors at the middle school if anyone was interested.
- Chairperson Stern previously spoke with teachers about the Boston Children's Hospital Tap Program, which is an online program to teach about social, emotional and well-being. She has reached out to the hospital and will be receiving more information and will pass the information along.

- Vote is need to appoint representation for Adhoc Committee from Carolyn Gallagher to Deniz Savas

MOTION: by Mrs. Cohen to appoint Deniz Savas for the Adhoc Committee

SECOND: by Mrs. Stern

VOTE: 5 yes Motion Carries

Documents and Other Exhibits Used at Meeting:

- School Expense Summaries dated 6/13/19; 6/25/19; 7/18/19; 7/25/19; 8/13/19 and 8/27/19
- Document regarding School Department Articles for October 2019 Town Meeting
- Document with 5-Year Capital Plan: FY 2020-2024 and vendor quotes
- Memo from Karina Sallaway dated 9/16/19 regarding New "N" Logo
- Spreadsheet of Staff Changes for 2019 – 2020
- Memo from Matthew Wells dated 7/12/19 regarding Transfer of Salaries to Expenses

Motion to Adjourn:

MOTION: by Mr. Savas

SECOND: by Mrs. Cohen

VOTE: 5 yes Motion Carries

The meeting adjourned at 7:52 pm

Next Meeting Dates: Thursday, October 3, 2019, at Norton High School Library, 6:30 p.m.

Respectfully Submitted,

Joseph F. Baeta, Ed.D.

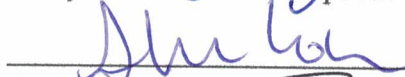
Secretary Pro Tem



Kathleen Stern, Chairperson



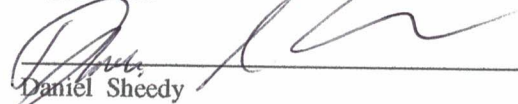
Carolyn Gallagher, Vice-Chairperson



Sheri Cohen



Deniz Savas



Daniel Sheedy