

NORTON PUBLIC SCHOOLS  
Norton, Massachusetts

NORTON SCHOOL COMMITTEE

MINUTES OF MEETING

RECEIVED  
NORTON TOWN CLERK  
2019 OCT 21 A 11:02

***Date of School Committee Meeting:*** Thursday, October 3, 2019

***Location:*** Norton High School Library

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

***Call to Order:*** Chairman 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 and asked if anyone else was recording the meeting.

***Pledge of Allegiance:***

***Vote to Approve Minutes of September 19, 2019 Open Meeting:***

Minutes were approved with the following amendments: \$20,000 for athletic complex report, not funding; next meeting of Athletic Complex Committee is September 30<sup>th</sup>, not October 30<sup>th</sup>; under Other Business should be Sandy Hook, not Brook; fix misspellings of Mr. Savas' name on last page.

**MOTION:** by Mr. Savas to approve the minutes of the September 19, 2019 Open Meeting with Amendments

**SECOND:** by Mrs. Gallagher

**VOTE:** 5 yes Motion Carries

***Warrants:***

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

- September 19, 2019 \$1,400,953.23

***Opening of School Report – Norton High School – Mr. Ethan Dolleman:***

Principal Dolleman introduced Assistant Principal Amy Benner who shared some facts about herself. The names of the following new staff members along with some facts about each was shared: David Casey, Reading/ELA Teacher; Justin DeJoy, Music Dept./Pep Band; Jade Franzen, STEP Program Para; Jaime Mall, Step Out Teacher; Jacqueline Martinez, Science Teacher who is returning to Norton; Rachel Morandi, French Teacher; Baileigh Morse, Wellness Teacher; and Samantha Thyne, Long-Term Substitute Guidance Counselor for Ms. Proulx.

Many things going on at NHS since opening day including:

- Class and student council assemblies
- streamlining of communication
- activities directory
- parent newsletter
- new recording arts courses
- site council meeting
- reinstatement of staff climate and culture committee and addition of student chapter of climate and culture committee
- Guidance Senior assembly and college planning and financial planning nights
- Senior cruise
- College fair
- PSAT's
- 8<sup>th</sup> Grade orientation coming up

Mr. Dolleman noted that he received great feedback from the college reps that participated in the college fair about the Norton students.

Mrs. Cohen noted that she was happy to see Mr. Dolleman and Ms. Benner out in the mornings, greeting students. She also likes the weekly newsletter.

Dr. Baeta complimented admin and staff for working together for the betterment of the school.

***Student Representative Update:***

Cooper Smith and Caroline Daley were present at the meeting. They updated the Committee on the following happenings at the schools:

***NHS:***

- College Fair for Juniors and Seniors
- Sports update, noting that Girls cross country team made school history by staying undefeated and clinching at least a share of the TVL Championship
- NHS Delegation visit to China next week

***NMS:***

- Learning past the classroom: On September 11<sup>th</sup> NMS students virtually visited the 911 Memorial and Museum

***HAY:***

- "Start With Hello" campaign during last week in September to build a stronger, inclusive, kinder community
- Presentation held for 4<sup>th</sup> Graders, "Miss Money and the Coins", for students to better understand financial literacy

***JCS:***

- Fall Festival was held on September 29<sup>th</sup>

***LGN:***

- Fun Run is next Friday; pep rally was held on Wednesday

Mrs. Gallagher wished Cooper and Caroline good luck as they work on their Common Application for college, as well as their essays and AP courses.

***Norton High School AP Exams Results – Mr. Vincent Cerce:***

Mr. Cerce shared a Powerpoint presentation with the Committee regarding AP results for the 2018-2019 school year. Over the last three years there has been an increase in NHS students obtaining scores of 3 or higher. The Equity and Excellence Report Shows the proportion of the school's entire senior class who scored a 3 or higher on an AP Exam at any point during high school. For our Seniors it was 44.1%; for our Juniors 30.4% and Sophomores 6%. 46.3% of the 2019 Graduating Class scored 3+ over the course of their high school career. Norton is very competitive in comparison to other districts. This was the first year that Norton students had taken the Physics exam. Exams for 2020 have been ordered. Families must take care of the costs of the exams. The exams cost \$94 each or \$54 for students who qualify for free and reduced lunch. Families in need are offered payment plans. The College Board sets the fees. The AP exams were created by The College Board. All students take the same test at the same time over two weeks. Teachers are able to access online a learning bank which offers additional resources. For the most part the exams are too difficult for 9<sup>th</sup> Graders to take.

***Vote to Approve the Seal of Biliteracy – Mrs. Jennifer O'Neill:***

Mrs. O'Neill and Ms. Martha Godfrey presented information regarding the Seal of Biliteracy. The Seal of Biliteracy is an award granted in recognition of students who have studied and attained proficiency in two or more languages by high school graduation. A special seal is added to the diplomas of those that qualify. Governor Baker recognized this distinction in 2017. Students will need to take a test in February as well as meet other criteria.

MOTION: by Mr. Sheedy to Approve the Seal of Biliteracy

SECOND: by Mrs. Cohen

VOTE: 5 yes Motion Carries

***Raptor Visitor Management System Information – Mrs. Karen Winsper:***

Mrs. Winsper shared information on the Raptor Visitor Management System which was purchased as part of a \$48,000 grant that she and Mr. Lizotte received in the spring. The system runs on repurposed district computers in each of the schools and central office. When people visit a stated issued identification is scanned and the information is matched against a sexual predator database. Badges are created and include name, photo, date and destination of visitor. This system gives us easy access to information regarding who is in the building in the case of a lockdown, etc. Office staff has been trained on the system and have started a soft launch. This is a more efficient process for checking in guests and people feel safer. Admin is made aware right away for visitors that come up “red” and more verification is needed.

Communication to go out to let families know about the new process. Posters can be put up outside offices as well.

Will be working with SRO on emergency panic button.

The annual cost of the system is \$3,200/year for the five schools and central office and will be built into the budget.

***Vote to Approve Superintendent’s Goals – Dr. Baeta:***

Dr. Baeta shared his goals for the 2019-2020 school year:

**Student Learning Goal**

Goal # 1: Implement in conjunction with staff and administrators Vision2022 priorities for the current school year with attention to Social Emotional and Behavioral Learning, College and Career Readiness and teaching the whole child.

**Actions:**

1. Complete and provide to SC by October School Committee Meeting the District Goals for 2019-2020.
2. Provide an update at least twice during the school year with attention to implementation, data and examples of best practices with the classroom PreK-12.

Goal #2: Continue to provide for an internal data driven decision making process for students that will improve the academic and social emotional development of students via the Panorama Student Success Plan.

**Actions:**

1. Provide to School Committee by December School Committee meeting and update on the Panorama Student Success Plan with new data points for each student within the process.
2. Complete an updated data report for the School Committee by the June 2020 meeting.

Professional Practice Goal

Goal #3: Complete by June 30, 2020 Learning Walks (LW) by building in conjunction with central office administrators and building level administrators.

Actions:

1. Scheduled LW data will be provided twice during the year. The LW data will be disaggregated by K-5 and 6-12.

District Improvement Goals

Goal #4: Develop and implement district wide and by grade level the Portrait of a Graduate Competencies and begin the process of creating best practices for communicating the competencies to students and parents.

Actions:

1. By January 2020 provide each classroom clear guidelines for the implementation of the PoG.
2. Work to implement best practices for supporting the PoG competencies including researching setting goals for each student.

MOTION: by Mrs. Cohen to Approve Superintendent's Goals

SECOND: by Mrs. Gallagher

VOTE: 5 yes Motion Carries

***Enrollment Update – Dr. Baeta:***

Dr. Baeta updated the Committee on enrollment figures for 2019 by comparing with data from October 2018. Data shows we are down 27 students (District/Out of District students) from 2018, despite NESDEC projection of -116 students. School Choice student enrollment is up by 22 and READS enrollment is up by 1 student. Net loss of 4 students from 2018. These figures were also shared with FinCom.

***Adhoc Financial Recommendation – Dr. Baeta:***

Dr. Baeta shared an Optimal Services Budget document with the Committee, thanking Administrators and Principals for their work collecting the data. Dr. Baeta noted a lot of time was spent talking about what other District have and we don't have, and what we have and they don't have. Although it looks like a whopping amount, it includes \$12.8 million of capital. When you look at it, it is \$1.2 million operational budget and \$2.5 million personnel.

Technology was looked at. We have over \$700K in our School Choice budget but we must be sure that we are sustaining that number and cannot move that money into the operational budget. Some technology should be moved to Capital.

Tried to put together things that are coming into the horizon. We just don't have that middle layer of support for classrooms or management. Would be nice to have a Coordinator position for looking at grants, adult ed, and career tech ed.

Dr. Baeta met this week with Ed Alliance group. We are entering a new agreement with Boston Architectural College. Starting in January, for \$300 students can take a 3 credit college course.

This is not a one year request. It's just a heads' up of what is coming. Dr. Baeta does not look at this as a wish list. Dr. Baeta asked his admin and principals, what do you need if you can have it but don't have?

Mrs. Cohen and Mr. Savas are members of Adhoc Committee. Committee formed to determine the common goal of the community, to see what is needed to make us comparable to local towns, and to see how far behind we are. Committee is taking a deep dive into every town department. Recommendations due October 1<sup>st</sup>.

***Other:***

- HAY – Dr. Baeta to meet with teachers and MTA. Will take questions and will respond
- MASS/MASC Conference on November 7<sup>th</sup>. Dr. Baeta recommended cancelling the November 7<sup>th</sup> and November 21<sup>st</sup> meetings and adding a November 14<sup>th</sup> meeting. October 17<sup>th</sup> meeting to be moved from HAY to NMS.

MOTION: by Mr. Savas to cancel November 7<sup>th</sup> meeting, cancel November 21<sup>st</sup> meeting and add November 14<sup>th</sup> meeting.

SECOND: by Mrs. Gallagher

VOTE: 5 yes Motion Carries

- Charter Commission asked Mrs. Stern to attend the meeting and asked if anyone else wanted to attend
- Mrs. Stern asked if firemen visit our schools. They do in Mansfield and visit classrooms. Received well by students. Dr. Baeta will look into this.
- Capital Plan slight change: Promethean boards moved to Capital, bringing it down to \$471,000 from 548,000. Increases overall Capital to \$332,000.

***Motion to Adjourn:***

MOTION: by Mr. Sheedy

SECOND: by Mrs. Gallagher

VOTE: 5 yes Motion Carries

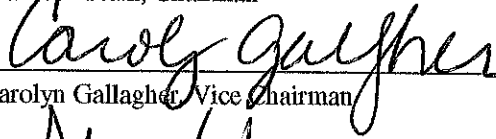
The meeting adjourned at 7:47 p.m.

***Documents and Other Exhibits Used at Meeting:***

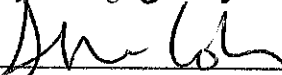
- School Expenses Summary sheet for 9/19/19
- Advanced Placement Exam Score Summary Report 2019 presentation
- Raptor Visitor Management System information sheet
- Superintendent's Goals: 2019-2020 document
- NPS Enrollment document
- NPS Optimal Services Budget spreadsheet

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

Kathleen Stern, Chairman



Carolyn Gallagher, Vice Chairman



Sheri Cohen

Deniz Savas

Daniel Sheedy

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***Next Meeting Date:*** Thursday, October 17, 2019