

NORTON PUBLIC SCHOOLS

Norton, Massachusetts

NORTON SCHOOL COMMITTEE

MINUTES OF MEETING

***Date of School Committee Meeting:*** Monday, April 22, 2013

***Location:*** Norton Middle School Library

***Attending:*** Committee Members: Chairman Andrew Mackie, Vice-Chairman Deniz Savas, and Mrs. Elizabeth McManus. Mr. Phillip Lynch and Mrs. Marge Werner were absent. Interim Superintendent of Schools Christopher H. Martes and Student Representative Tyler McNeill were also present.

***Call to Order:*** Chairman Mackie called the meeting to order at 6:30 P.M.

***Pledge of Allegiance:***

***Transfers:***

The transfers involve moving unexpended salary funds to cover legal fees and tuition in the amount of \$34,746.62.

MOTION: by Mr. Savas to approve the transfer of funds as recommended.

SECOND: by Mrs. McManus

VOTE: 3-0 Motion carries

***Public Hearing and Vote on School Choice Program:***

The School Choice Program requires a public hearing and then a vote by the School Committee on whether or not to participate for the following school year. A School Choice District would have to publish the number of seats that are available to children from other communities. With the financial constraints in Norton and large class sizes, Dr. Martes recommended that, as in past years, Norton not participate in the School Choice Program for the 2013-2014 school year. Students accepted into a School Choice district have the right to complete their full K-12 education in that district. No action is interpreted as an affirmative vote by the Norton School Committee. A vote and a letter to the Department of Elementary and Secondary Education must be completed by June 1<sup>st</sup> of each year. Notice of the public hearing was advertised in the Sun Chronicle.

MOTION: by Mr. Savas to not participate in the School Choice Program for 2013-2014

SECOND: by Mrs. McManus

VOTE: 3-0 Motion carries

***Vote to Approve Revision of Physical Examinations of Students Policy – Mrs. Doreen Browne:***

NPS Lead Nurse, Doreen Browne, has updated and combined two policies that were written in 2000. They are, “Physical Examinations of Students” and “Examinations, Immunizations, and

Blood Tests". She made minor changes regarding vision/hearing testing, what grades physicals are required to comply with state regulations, and eliminated the paragraph regarding the school physician. Mr. Mackie questioned the HIPPA requirements and wished to have it mentioned in the policy if this is the appropriate place. Dr. Martes felt there could even be a separate policy for HIPPA. Once approved, the policy can be amended if necessary.

MOTION: by Mrs. McManus to accept the Physical Examination of Students Policy as revised

SECOND: by Mr. Savas

VOTE: 3-0 Motion carries

***Vote to Approve Town Meeting Article for NHS Building Project for Submission to Selectmen – Barry Nectow:***

The School Department is proposing an article for consideration at the May Town Meeting. It would allow \$93,000 of funds remaining from the feasibility stage of the high school building project to be used in the construction phase. This was previously considered at the School Committee meeting on January 28, 2013, in a slightly different phase. The feasibility study was voted as a separate project and the unused portion was not borrowed. Instead of transferring the funds, the amount will need to be borrowed. The Finance Committee is in full support. This adds a comfort level in case of unseen expenses. The money will not be spent unless it is needed. Mr. Savas felt it was very straight forward, and Mr. Mackie wanted to make sure that everyone understood what was being done. This does not increase the original project budget. The following is the language of the proposed article:

To see if the Town will vote to rescind the sum of \$93,197.74 from the appropriation and borrowing authority for the High School Feasibility Study under Article 8 of the June 7, 2010 Special Town Meeting, which study was completed for less than the amount appropriated therefore, and authorize the Town to borrow such sum for the High School Construction Project, said sum to be added to the amount appropriated under Article 1 of the June 6, 2011, Special Town Meeting, or take any other action relative thereto.

Funds from the Feasibility Study were originally thought to be available from the original borrowing. However, the original funds are no longer available and a new borrowing will need to be completed.

Mr. Nectow updated the Committee on the progress of the project, noting that the new main entrance is now being used.

MOTION: by Mrs. McManus to approve the Town Meeting article for NHS Building Project for submission to Selectmen

SECOND: by Mr. Savas

VOTE: 3-0 Motion carries

***Vote to Approve Town Meeting Article for Yelle School Gym Floor Insurance Proceeds for Submission to Selectmen – Barry Nectow:***

The Yelle School gym floor was damaged in January as a result of a burst steam pipe under the floor. The steam pipe is part of the heating system, and much of it is original to the building. Attempts were made to dry out the area but the damage was too extensive. This is the second time in the last two years the floor has been damaged with a similar type of burst pipe. In 2012, the entire gym floor was replaced due to much more extensive damage. The cost to repair the floor is \$49,345.21. Norton will receive \$44,345.21 from insurance, which must be appropriated by Town Meeting. The difference of \$5,000.00 is the deductible, which will be paid from the School Department budget.

MOTION: by Mr. Savas to approve the Town Meeting article for Yelle Gym Floor Insurance Proceeds for submission to Selectmen  
SECOND: by Mrs. McManus  
VOTE: 3-0 Motion carries

Dr. Martes wished to jump to agenda item #9, Personnel, before the budget update since it has an impact on the budget. Mr. Savas read the changes.

***Personnel:***

***Retirements: Effective at End of School Year***

Mrs. Kathy Almeida, JCS Grade 2 Teacher, after 29 years with the district  
Mrs. Eleanor Johnson, JCS Grade 3 Teacher, after 20+ years with the district  
Mr. George McAuliffe, NMS Health Teacher, after 13 years with the district  
Mrs. Sandra Ross, JCS Special Education Teacher, after 35 years with the district

***Resignation:***

Mrs. Laura Carew, District Office Buildings/Grounds Coordinator, after 7 years with the district

Mrs. McManus said it was a great loss to the school district and wished them well.

***FY '14 Budget – Mr. Barry Nectow:***

Dr. Martes said that the retirements will reduce the salary line on the FY '14 budget. They are currently working on the figures of what it will cost to replace those individuals. Additional personnel changes will likely result in savings.

Mrs. McManus said the Committee should take a look at the Buildings/Grounds Coordinator position for the future.

***Other:***

The School Committee will meet with the Finance Committee on May 6<sup>th</sup>.

This is Mrs. McManus' final meeting and the Committee presented her with a token of appreciation and thanked her for her service to Norton as a parent, volunteer, employee and School Committee member. She took a moment to reflect on her past 6 years on the Committee. She was happy to have served with all the fine members over the years. Her favorite meetings were those that recognized student achievements.

Mr. Mackie asked for a moment of silence for the victims of the Boston bombings.

***Adjourn:***

MOTION: by Mrs. McManus

SECOND: by Mr. Savas

VOTE: 3-0 Motion carries

The meeting adjourned at 7:25 P.M.

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

- Copy of Advertisement for School Choice Public Hearing
- Transfer Requests
- Physical Examinations of Students Policy
- Personnel Letters

***NEXT MEETING DATE:*** Monday, May 13, 2013, at Norton Middle School prior to Town Meeting

Respectfully Submitted,  
Christopher H. Martes, Ph.D.  
Secretary pro tem

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