

NORTON PUBLIC SCHOOLS
Norton, Massachusetts

NORTON SCHOOL COMMITTEE
MINUTES OF MEETING

Date of School Committee Meeting: Monday, September 30, 2013

Location: Henri A. Yelle Elementary School Library

Attending: Committee Members: Chairman Deniz Savas, Vice-Chairman Marge Werner, Mrs. Valerie Desmond, Mr. Andrew Mackie, and Mr. Phillip Lynch. Also present: Superintendent of Schools Joseph F. Baeta, Director of Operations and Finance Barry Nectow, Director of Curriculum and Instruction Jennifer O'Neill, Director of Pupil Personnel Services Jeanne Sullivan, and student representatives Cassidy McDonald and Tyler McNeill.

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

Pledge of Allegiance:

Approval of Meeting Minutes:

Mr. Lynch wished to amend the minutes of the September 16, 2013 meeting. Under the *Fall Town Meeting Articles Review - Permanent Building Committee*, Mr. Lynch, at the last meeting, suggested to amend the Bylaws of the Permanent Building Committee/Section 4-1(c), to indicate that appointments shall be made by a majority vote that consists of at least one member of both the School Committee and Board of Selectmen.

MOTION: by Mr. Mackie to approve the minutes of September 16, 2013 as amended

SECOND: by Mr. Lynch

VOTE: 5-0 in favor motion carries

Opening of School Report – Mrs. Lisa Farrell:

The H. A. Yelle School welcomed 399 students on the first day of school, 192 in Grade 4 and 207 in Grade 5. The support staff did a great job in getting the building ready. Mrs. Farrell listed the new teachers and also the new grade make-up of teachers and learning specialists. All Summer School programs were held at the Yelle School. Summer learning activities were reviewed. Open House was held on September 3rd and as a result students were confident and comfortable on the first day. The D.A.R.E. program will be held again this year, and the PTO will continue to be an important part of HAY. Helping Hands after-school program and the Homework Club will begin soon. Fifty Wheaton students have signed up to volunteer. In conclusion, Mrs. Farrell thanked Dr. Baeta and the rest of the staff for their support during a difficult time for her family.

Mr. Mackie asked Mrs. Farrell about the music program. Mr. Bradley, HAY music teacher, said they have 367 students interested in either chorus or instrumental music. Mrs. Farrell also complimented the dedication of Wheaton students who volunteered during last school year.

Mr. Savas mentioned that last year they talked about how much of Mrs. Farrell's day is spent on discipline. This year seems to be the same. Dr. Baeta explained that they will look at the possibility of funding a position. He felt she needs someone to provide quick response to certain discipline issues.

The Committee thanked Mrs. Farrell for her report.

School Department Capital Plan Update – Mr. Barry Nectow:

The School Department is requesting \$341,500 for capital needs at the Fall Town Meeting. The four requests are prioritized as follows: \$100,000 for safety and security, primarily at the three elementary schools; Replace network switches at the middle school in the amount of \$125,000; Repair and pave the back parking lot at the middle school in the amount of \$65,000; Replace one of the mini-buses used to transport special education students in the amount of \$51,500. Revisions have been made to the School Department FY '14 Capital Plan. The changes to the plan submitted at the September 16th meeting are: 1) Remove the request to replace kitchen equipment at four schools in the amount of \$25,000 and 2) Add the middle school back parking lot repair and paving. Additional projects will be included in the FY'14 Bond Financing: Boilers and circulator pumps at three schools - \$75,000; Wireless in four schools - \$405,000; Kitchen equipment replacement - \$95,000.

MOTION: by Mr. Lynch to approve the Norton Public Schools 5-Year Capital Plan

SECOND: by Mr. Mackie

VOTE: 5-0 in favor motion carries

Teaching and Learning: Overview of District MCAS Accountability Results – Mrs. Jennifer O'Neill:

Dr. Baeta said this is a general overview of the results, pointing out strengths and weaknesses. Mrs. O'Neill stated that Norton is a Level 2 school for the second consecutive year. She reviewed the data by individual schools. The overall results showed progress in most grades and in most testing areas. Norton students outperformed students in comparison to state average in all testing categories. Norton had 75 percent of its students score in the proficient or higher in English compared to 69 percent for the state. In math, 67 percent of Norton students scored proficient or higher compared to 61 percent for the state. In science and technology, 67 percent scored proficient or higher compared to 53 percent of the state. There were some mixed results in Grade 3 and 4, where traditionally dips take place. It was also noted that Norton Middle School is a Level 1 school, which is the highest performing school. Dr. Baeta was impressed with the results.

Complete MCAS information is on the Norton Public Schools website. More detailed results and the development of an MCAS Action Plan will be presented at the October 21st meeting.

Vote on Change to Anti-Bullying/Cyber-Bullying Policy – Dr. Joseph Baeta:

The Committee discussed the proposed changes to the policy to more clearly define "school staff" - including, but not limited to, an educator, administrator, school nurse, cafeteria worker, custodian, bus driver, athletic coach, advisor to an extracurricular activity, or paraprofessional.

The principal or designee is the person who makes the determination if the incident is actually bullying. Data collection starts with a complaint and the principals keep lists of encounters. Mr. Savas stated that the recent survey results did not seem to correspond to the number of reported incidents of bullying.

MOTION: by Mr. Mackie to approve the changes to the Anti-Bullying/Cyber-Bullying Policy

SECOND: by Mrs. Desmond

VOTE: 5-0 in favor motion carries

Vote on Superintendent Evaluation Process – Dr. Joseph Baeta:

Dr. Baeta reviewed the new state evaluation form and his goals for the year. The annual cycle includes the following:

Cycle Step 1: Superintendent's Self-Assessment

Cycle Step 2: Analysis, Goal Setting, and Plan Development

Cycle Step 3: Superintendent Plan Implementation and Collection of Evidence

Cycle Step 4: Mid-Cycle Goals Review

Cycle Step 5: End-of-Cycle and Summative Evaluation Reports

Superintendent's Goals: 2013-2014

#1: Student Learning Goal

#2: Professional Practice Goal

#3: During the 2013-2014 school year the Superintendent will attend *all* appropriate district, local, state and national conferences, workshops and meetings that will benefit the district and/or professional growth.

The Committee suggested changing the word *all* to *any* in Goal #3

Mrs. Werner suggested to add reaching out to Wheaton College as a goal.

MOTION: by Mr. Mackie to approve the Superintendent Evaluation Process

and Superintendent's Goals: 2013-2014 with the amendments as proposed

SECOND: by Mr. Lynch

VOTE: 5-0 in favor motion carries

Personnel:

Appointment:

Ms. Carol Ann McDonough – Reading/Special Education Teacher, HAY (.57)

Other:

Dr. Baeta said there is a posted meeting of the Committee for Saturday, October 5, 2013, to begin the budget process, along with several other items.

Adjourn:

MOTION: by Mrs. Desmond to adjourn the meeting

SECOND: by Mr. Mackie

VOTE: 5-0 in favor motion carries

The meeting adjourned at 8:18 P.M.

Documents and Other Exhibits used at Meeting:

- 2013 Accountability Data (MCAS)
- NPS 5-Year Capital Improvement Plan
- Anti-Bullying/Cyber Bullying Policy
- Superintendent's Evaluation
- Superintendent's Goals for 2013-2014
- Superintendent's Entry Plan and Timeline

NEXT MEETING DATE: Saturday, October 5, 2013 at Superintendent's Conference Room

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