

RECEIVED
NORTON TOWN CLERK
2019 JAN -7 A 10: 58

NORTON PUBLIC SCHOOLS
Norton, Massachusetts

NORTON SCHOOL COMMITTEE
MINUTES OF MEETING

Date of School Committee Meeting: Thursday, December 13, 2018

Location: Norton Middle School Library

Present: Committee Members: Chairman Sheri Cohen, Vice-Chairman Kathleen Stern, Mrs. Carolyn Gallagher, Mr. Deniz Savas, Mr. Daniel Sheedy. ***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

Vote to Approve Meeting Minutes:

MOTION: by Mrs. Gallagher to approve the minutes of the November 29, 2018 Open Meeting

SECOND: by Mr. Sheedy

VOTE: 5 yes Motion Carries

Warrants:

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

- November 29, 2018 \$865,509.55

Student Representative Update:

Cooper Smith addressed the Committee regarding school events:

- HAY - Holiday concert was on December 12th
- NMS – Boys and Girls basketball games started
- NHS – Holiday concert being held December 13th; Freshman/Sophomore winter formal took place; Tri M Coffee House taking place tomorrow; and winter sports season underway

Trauma Sensitive Schools Presentation – Mr. Vincent Cerce:

Mr. Cerce gave a presentation on “Safe and Supportive Schools Through a Trauma Sensitive Approach” and informed the Committee that work has begun in Norton. He stated that we are not lowering expectations for students but that we must provide the tools. The School Committee was asked to continue to support the initiatives. Mrs. Cohen spoke on behalf of the Committee stating that Norton Public Schools was very grateful that we had Mr. Cerce in Norton. Dr. Baeta stated that professional development is being offered using School Choice funding and also that it was a goal to have resources available in one place on the District website. Mrs. Cohen stated that it was important to share this eye opening information with the Board of Selectmen to let them know what the schools are doing and the need to get the community involved. Mrs. Stern noted that the recent MASS/MASC joint conference addressed “mindfulness” in our schools. She also noted there were free programs available through Children’s Hospital.

Food Services Update – Mr. Michael Vaccaro and Ms. Erin Long:

Mr. Vaccaro, Director of Dining Services in Norton and Ms. Erin Long, Chartwells District Manager, updated the Committee on the status of food services at NPS since taking over at the start of the school year. Both Mr. Vaccaro and Ms. Long expressed that they appreciated all the help they have received during the transition and that all was going well. They noted that 13 of the 18 NPS cafeteria staff members were hired by Chartwells. Dr. Baeta noted that when looking at comparisons of other start up districts, we are right in the ballpark and that it is a process and things don’t happen overnight. Changes in the Free & Reduced formula impacted the bottom line.

Vote on Allocation of School Choice Funds – Mr. Matthew Wells:

The Committee was asked to vote on using School Choice funds for District technology support as follows: purchase of 30 refurbished computers to extend the life of High School computer labs at a fairly low cost; purchase of 8 additional Promethean boards for specialized classrooms at JCS and LGN; purchase of 3 poster printers - 2 at NHS in Business Tech department and 1 at NMS; and the purchase of a camera package for the Communications and Media Coordinator.

MOTION: by Mrs. Stern to approve use of \$42, 401 School Choice funds for District technology support

SECOND: by Mr. Savas

VOTE: 5 yes Motion Carries

Business Office Update – Mr. Matthew Wells:

Mr. Wells updated the Committee on the current status of District revolving funds as of December 1, 2018. He noted that there were good balances at this time. Facility rental account has a strong balance going into the year. Transportation funds will be used to offset transportation expenses. Parking fees are used to support snow removal as well as parking lot and parking lighting repairs. Athletics is tracking similar to last year. TPC shows the anticipated receipt of the \$15,000 which we are projected to receive on January 6th. Gifts account shows the receipt of the cable funds from Norton Media/Cable to the HAY, NMS, and NHS, plus this is

where the NEED grant funds are received and expended. The tutoring balance is stable. The Tuition account has a good balance. Club fees have been received for expenses that will occur later in the year. School Choice represents receipts received and expected based on the District cherry sheet data. We expect to see additional funds starting in January based on the October 1st enrollment figures. Those additional funds are not projected here yet. The report will be updated when the value of the adjustment is known.

A couple of funds were not reported yet, most notably the Little Lancers. A meeting is scheduled tomorrow and information will be reported after the first of the year.

Included in the School Committee packet was a memo outlining where the \$281,000 received at the October Town Meeting is being allocated. The majority of the funds is supporting general supply lines for the District and schools.

The tentative FY2020 budget timeline was shared with the Committee. Currently budget requests are being compiled. Mr. Wells will be meeting with Principals and Administrators over the next few weeks on their requests. Budget is due to Town Manager eight weeks before Town Meeting.

Vote on Capital Improvement Plan:

There are four items from the Capital Improvement Plan for the Spring Town Meeting. First item is the technology infrastructure for the purchase of servers and storage. Next is the Athletic Facilities Master Plan. Right now there is \$60,000 and the estimate is based on what we are seeing area towns spending. The third item is resurfacing of the gym floors at the High School. The fourth item is continuing the roll out of Promethean boards in the schools.

MOTION: by Mr. Sheedy to approve Capital Improvement Plan

SECOND: by Mrs. Stern

VOTE: 5 yes Motion Carries

Other Business:

Dr. Baeta asked Committee to vote to approve the posting and appointment of 4 permanent building substitute teachers/crossing guards for the L. G. Nourse Elementary School, J. C. Solmonese Elementary School, H. A. Yelle Elementary School and Norton Middle School. These positions are necessary due to the resignation of our crossing guards and would be cost neutral positions as daily substitutes are already being utilized. A vote is required as these are new positions even though they do not impact the bottom line.

MOTION: by Mr. Savas to approve posting and appointment of 4 permanent substitutes/crossing guards

SECOND: by Mr. Sheedy

VOTE: 5 yes Motion Carries

Dr. Baeta noted that communication had gone out to NHS staff members and families regarding the gas smell situation at NHS which has been causing stress to staff and parents. All readings for carbon monoxide and gas are within norm. The issue is being addressed with options on fixing the issue long term. An air quality test will be taking place and results will be released.

Dr. Baeta was informed that Norton Police would be conducting another “High Five Friday” at the schools the Friday before the holiday school break. Mrs. Stern expressed that we are very happy with our SRO and the relationship we have with the police department.

Motion to Adjourn Open Session and enter Executive Session for the purpose of discussion on School Safety and Contract Negotiations not to return to Open Session:

MOTION: by Mr. Savas

SECOND: by Mrs. Stern

VOTE: Cohen – yes; Stern – yes; Savas – yes; Gallagher – yes; Sheedy – yes
5 yes Motion Carries

The meeting adjourned at 7:41 p.m.

Documents and other exhibits used at meeting:

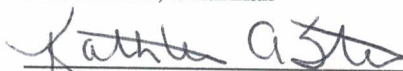
- School Expenses Summary sheet from November 29, 2018
- PowerPoint presentation “Safe and Supportive Schools Through a Trauma Sensitive Approach”
- PowerPoint presentation on Food Services
- Memo re FY19 School Choice Funds Expenditures Request
- FY2019 Revolving Accounts Balances Spreadsheet
- Memo re Fall 2018 Town Meeting Supplies and Materials Allocation
- Budget Timeline Memo
- NPS 5 Year Capital Plan FY2020-FY2024

Next Meeting Date: Thursday, January 3, 2019 – 6:30 pm at Norton Middle School Library

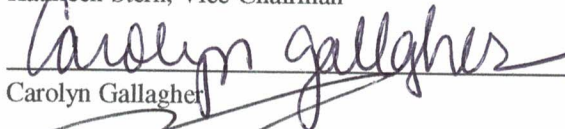
Respectfully Submitted,
Joseph F. Baeta, Ed.D.
Secretary Pro Tem



Sheri Cohen, Chairman



Kathleen Stern, Vice-Chairman



Carolyn Gallagher



Deniz Savas



Daniel Sheedy

tlr