

NORTON PUBLIC SCHOOLS  
Norton, Massachusetts

**MEETING NOTES**

TO: ALL STAFF MEMBERS  
FROM: Patricia H. Ansay, Ed.D., Superintendent of Schools  
DATE: October 23, 2007

**Date of School Committee Meeting:** July 9, 2007

**Location:** Superintendent's Conference Room, Henri A. Yelle School

**Attending:**

**Committee Members:** Chairman Kevin O'Neil, Mr. Andrew Mackie, Mrs. Beth McManus and Mrs. Margaret Werner.

**Call to Order:**

Chairman O'Neil called the meeting to order at 6:00 pm.

**'07 Budget Transfers:**

Dr. Ansay presented data sheets to the committee on the '07 budget transfers. On a 4-0 vote, the committee unanimously voted to approve these budget transfers.

**Summary of FY '07 Budget:**

Dr. Ansay then explained that the FY '07 budget does not close out with the Town until July 13, 2007. She presented the committee with up-to-date printouts of the FY '07 budget at the meeting.

**Vote Needed to Approve Additional \$110,000 In User Fee Revenues (Due to Increased Fee Rates) for FY '08:**

Dr. Ansay asked the committee to support the following to help operate the Norton Public Schools more smoothly, and to help service Norton students more appropriately:

\$88,072	Reinstate two NHS teachers
\$ 7,500	Upgrade Facilities Director and Consultant salaries to Business Manager
\$12,428	SPED instruction materials
\$ 2,000	Professional Development
_____	
\$110,000	(Estimated)

A discussion ensued. On a 3-1 vote, the committee approved the additional \$110,000 in User Fee Revenue for FY '08. Mr. O'Neil, Mrs. McManus and Mrs. Werner voted in the affirmative. Mr. Mackie voted against the proposal.

**FY '08 Budget Planning:**

Dr. Ansay explained that Mr. O'Neil had requested this item be placed on the agenda. She said she is maintaining a spreadsheet that depicts differences in salaries between new hires and retired/terminated staff. She pointed out that the data is still incomplete, as the hiring is not over. Dr. Ansay shared up-to-date info with the committee at the meeting.

**Update on NMS Roof/Flashing Project:**

Dr. Ansay commented that the project has started off very well. The contractor and designer have been very cooperative and have understood the importance of this project to the Town. She said the contractor, Chapman, has performed well to date. Their planning and execution of the work has been excellent, according to Dr. Ansay. She said they have completed masonry removal, new flashing installation and masonry reinstallation at several areas, to the "rear" of the building, to the satisfaction of the designer and the inspector, Russo-Barr. She said they have also started more masonry removal towards the front of the building, and are working on flashing installation and masonry installation in these areas.

According to Dr. Ansay, the consultant, R-B, has also performed well to date. She said they are on-site full time and they are inspecting the flashing work prior to Chapman closing up any walls. They also inspect the demolition and shoring, masonry installation and cleaning and protection of existing materials. Dr. Ansay mentioned that they are providing timely reporting, and keep all informed as to the progress. She said the Minutes from weekly meetings are housed at both the Town Hall and the Norton Public Library. Mrs. Marilyn Benaski, of the Planning Board, and Mr. Paul Helmreich of the Finance Committee, join Mr. Parent, Mr. Teixeira, Mr. Doherty, and Dr. Ansay at these meetings. She said the Town Building Inspector, Mr. Bryan Butler, has also been asked to make periodic checks on the project as time permits.

Dr. Ansay explained that the school department is currently working with Russo Barr and Chapman to improve the schedule for the Rotunda repairs and new window installation, which is scheduled for an October '07 completion. In an attempt to complete the major work prior to the school opening, Russo-Barr has managed to acquire an earlier than expected delivery date for the window delivery. She said we are awaiting confirmation of this, and a revised schedule will be in order, after this confirmation.

**Update on HAY Lintel/Masonry Project:**

Dr. Ansay announced that a contract for \$143,571 to repair ten lintels has been drawn up and sent to CSI (Contract Specialists, Inc.). She expects that this contract will be returned very soon. The contract, based on AIA contract documents, will include: a Performance

Bond, an Equipment/Materials or Payment Bond, required insurance Certificate of Liability, our bid proposal, etc.

Dr. Ansay explained that the project will be completed by August 31, 2007. Otherwise, CSI will pay a \$1,000 per day penalty for each day beyond the substantial completion date.

**Vote to Appoint Two School Committee Representatives to the "Joint Town FY '09 Budget Planning Committee":**

The committee unanimously appointed Mrs. Beth McManus and Mrs. Margaret Werner to the "Joint Town FY '09 Budget Planning Committee".

**Update on MSBA "Letters of Interest":**

Dr. Ansay announced that Letters of Interest for both the NMS repairs and the NHS Building/Renovation project were sent on-line and via hard copy to the MSBA on June 22. She said Letters of Intent are being received by the MSBA until the end of July, so she does not expect to hear from them until the fall.

**Personnel:**

**Appointments:**

Dr. Ansay said she is very pleased to announce the appointment of Mrs. Danielle Klingaman as the new principal of the L.G. Nourse Elementary School. She presented the committee with a letter containing details about the selection process and Mrs. Klingaman's qualifications. She mentioned that Mrs. Klingaman came highly recommended and was the unanimous choice of the selection committee.

**Adjournment:**

On a motion by Mrs. Werner, seconded by Mrs. McManus, the committee unanimously voted to adjourn at 7:45 pm.

*Enjoy the season!*



*These Meeting Notes are intended to keep the school district and the community informed in a timely fashion following a meeting of the Norton School Committee. They have not been officially approved by the committee.*

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