

NORTON PUBLIC SCHOOLS  
Norton, Massachusetts

**MEETING MINUTES**

**Date of School Committee Meeting:** June 9, 2008

**Location:** Library, Norton Middle School

**Attending: Committee Members:** Chairman Thomas Golota, Vice-Chairman Andrew Mackie, Mrs. Beth McManus, Mr. Kevin O'Neil, Mrs. Margaret Werner and Student Representative Emily Carmichael.

**Call to Order:** Chairman Golota called the meeting to order at 6:40 pm.

**Pledge of Allegiance**

**Review and Approval of Minutes of Prior Meetings:**

A motion was made by Mr. O'Neil, seconded by Mr. Mackie, to approve the Minutes of the prior meetings held on May 19<sup>th</sup>. The Minutes were unanimously approved on a 5-0 vote.

**Budget Transfers (2):**

A motion was made by Mr. Mackie, seconded by Mrs. McManus to approve the budget transfers presented by the Superintendent. On a 5-0 vote, the committee unanimously approved these transfers.

**N.E.E.D. Teacher Scholarships Award:**

Mrs. Angel Doyle and Mrs. Gretchen Stalters were in attendance to speak to the committee on behalf of the N.E.E.D. organization. Dr. Ansay explained that N.E.E.D. held a grant review on Wednesday, May 28, 2008. She further explained that the grant recipients have been invited to attend tonight's meeting for a group photo and check presentation to the School Committee. According to Dr. Ansay, in the past two years, the N.E.E.D. group has been thrilled to donate \$20,000 for grants to staff of the Norton Public Schools.

**School Improvement Plans/District Strategic Plan Updates:**

Mrs. Sharon Roberts, Co-Director of Curriculum and Instruction, K-12, explained that the District Improvement Plan outlines five goals: Student Achievement, Curriculum & Instruction, Staff Development, School Climate, and Community Partnerships. She further explained that this is an over arching plan to meet the needs of the district as a whole. She said the purpose of the color-coded District Improvement Plan is to provide a report on the progress toward the strategies outlined in it at a district level. The highlights represent progress to date towards attaining the five goals outlined in the District Improvement Plan.

Each school's School Improvement Plan reflects the District Improvement Plan and is based on the individual school's needs. Building principals were present to report on progress made toward the five goals as they pertain to individual schools. They highlighted the accomplishments toward these goals that have been achieved this year. According to Dr. Ansay, the completion of the Strategic Plan in 2006 dictated an annual review and summary be presented to the School Committee. Therefore, the district's administrative staff updated the committee on goal accomplishments and challenges that they have seen.

On a motion by Mr. O'Neil, seconded by Mrs. McManus, the committee unanimously voted to accept the School Improvement Plans.

**Vote to Approve Homework Policy:**

Mr. O'Neil suggested that the policy could be approved, with the stipulation that it should be reviewed in March of 2009, instead of May of 2009. He further suggested that feedback from parent groups should be gathered for consideration when the policy is reviewed.

On a motion by Mr. Mackie, seconded by Mr. O'Neil, the committee unanimously voted to approve the Homework Policy with the added language suggested by Mr. O'Neil.

**Handbook Changes – NHS, NMS:**

Mr. Raymond Dewar, principal of Norton High School, was present to submit proposed changes to the high school handbook.

On a motion by Mr. O'Neil, seconded by Mr. Golota, the committee unanimously voted to approve the handbook changes proposed by Mr. Dewar, with the amendments suggested by the committee in the eligibility section

Mr. Michael O'Rourke, assistant principal of Norton Middle School, was present to submit proposed changes to the middle school handbook.

On a motion by Mr. Mackie, seconded by Mrs. Werner, the committee unanimously voted to approve the handbook changes proposed by Mr. O'Rourke, with the amendments suggested by the committee regarding the tear out page and the issue of lateness to class.

**Norton High School Student Representative to School Committee:**

Mr. Dewar announced that Miss Emily Carmichael would serve again as the high school's Student Representative to the School Committee for the 2008-2009 school year. Mr. Dewar commended Miss Carmichael for her dedication to her position during the current school year. He said he highly recommends that she continue on in the position. The committee concurred and thanked Miss Carmichael for her dedication to her duties and responsibilities as Student Representative.

**Vote to Approve Foreign Language Program for Grade 6:**

On a motion by Mrs. Werner, seconded by Mr. Mackie, the committee unanimously voted to approve the Foreign Language program for Grade 6.

**Vote to Prepay Special Education Tuition:**

On a motion by Mr. O’Neil, seconded by Mrs. Werner, the committee unanimously voted to prepay Special Education tuition.

**Vote to Approve Policy – Use/Misuse of Electronic Devices:**

On a motion by Mr. O’Neil, seconded by Mr. Mackie, the committee unanimously voted to approve the policy which covers the use and misuse of electronic devices.

**Vote to Renew Service Contract Bids (Third Year):**

- a. Electrical Services
- b. Boiler/Burner Services
- c. Burglar Alarm Services
- d. HVAC/Pneumatic Controls Services
- e. Pest Control Services
- f. Septic System Services
- g. Glass Repair/Replacement Services
- h. AC/Refrigeration Services
- i. Plumbing Services
- j. Eagle Elevator (2<sup>nd</sup> Year)
- k. Cintas Fire Alarm (2<sup>nd</sup> Year)

On a motion by Mrs. Werner, seconded by Mrs. McManus, the committee unanimously voted to renew the third year of the service contract bids listed here.

**Vote to Send Letter of Interest to Bi-County Collaborative:**

On a motion by Mrs. Werner, seconded by Mr. Mackie, the committee unanimously voted to send a letter of interest to the Bi-County Collaborative.

**Vote to Ratify Custodial Contract:**

On a motion by Mr. O’Neil, seconded by Mr. Mackie, the committee unanimously voted to ratify the Custodial Contract.

**Personnel:**

**Retirements:**

Mrs. Gloria Bzdula, LGN Grade 3 Teacher, effective June 30, 2008, after 33 years of service.  
Mrs. Carol Malloy, Administrative Assistant to the Superintendent, effective August 1, 2008, after 32 years of service.

**Appointments:**

Mrs. Jessica Carvalho, NMS Guidance Counselor, effective September, 2008.  
Mrs. Jennifer Smith, NMS SPL Teacher, effective September, 2008.  
Mr. Michael Brito, NMS Physical Education Teacher, effective September, 2008.  
Mrs. Judith Lizio, Administrative Assistant to the Superintendent, effective July 1, 2008.  
Mrs. Margaret Gentili, 2008 Summer School Director.

**Other:**

On a motion by Mr. O’Neil, seconded by Mrs. McManus, the committee unanimously voted to make the following change to the school department’s calendar for the 2008-2009 school year. There will be no school on the day before Thanksgiving, Wednesday, November 26, 2008.

**Adjournment:**

On a motion by Mr. Mackie, seconded by Mr. O’Neil, the committee unanimously voted to adjourn at 10:04 pm.

**NEXT MEETING DATE:**

**Monday, June 23, 2008, 6:30 P.M., Norton Middle School Library.**

Respectfully Submitted,  
Patricia H. Ansay, Ed.D.  
Secretary pro tem

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