

Norfolk Public Schools: NORFOLK, MASSACHUSETTS

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**Norfolk School Committee
MINUTES
Freeman-Kennedy School – Media Center
Tuesday • October 23, 2012 • 7:00 PM**

Mission Statement

The Norfolk Public Schools offers a safe, joyful and challenging learning environment that meets the needs of our diverse students. Through school, family and community partnerships, we provide an education that inspires life-long learners and cultivates caring and productive citizens of our ever-changing world.

Call to Order

Shawn Dooley, Chair, called the meeting to order at 7:10 PM.

Roll Call: Jeff Chalmers, Mark Flaherty, Kelly Petersen, Thomas Doyle, and Shawn Dooley

Also Present: Dr. Ingrid Allardi, Superintendent and Pam Kinahan, Recording Secretary

Public Comment

None.

ADMINISTRATIVE/REGULAR ITEMS

Announcements

Dr. Allardi announced a new procedure for parent drop-off/pick-up at the Freeman-Kennedy, effective Wednesday, October 24th.

Donations

Norfolk TPA donated \$3,550.00 for Camp Bournedale Scholarships.

MOTION: Mr. Flaherty made a motion to accept the donation from the Norfolk TPA. Mr. Peterson second. All in favor. **Motion Passed.**

SCHOOL COMMITTEE CHAIR REPORT

MASC – Voting Delegate for Annual Meeting

MOTION: Mr. Doyle made a motion to elect Jeff Chalmers as the voting delegate for the Norfolk Public Schools at the MASC Conference on Friday, November 9th; the alternate will be Mr. Flaherty. Mr. Peterson second. All in favor. **Motion Passed.**

Norfolk Public Schools Family Handbook

MOTION: Mr. Doyle made a motion to accept the Norfolk Public Schools Family Handbook with the changes as noted. Mr. Peterson second. All in favor. **Motion Passed.**

Memo of Agreement between NTA and Norfolk School Committee

Shawn Dooley, Chair of the Norfolk School Committee and Holli Merritt President of the Norfolk Teachers Association, signed the Memo of Agreement that the terms and conditions set forth in the parties' collective

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bargaining agreement for the period September 1, 2011 through and including August 31, 2014 shall continue in full force and effect, except as modified by the Agreement and revise Article IV as set forth in the Educator Evaluation Rubric.

Playground Committees

Freeman-Kennedy: Dr. Allardi explained, for the current school year, students would continue to use the field and playground across from the parking lot of the Freeman-Kennedy School until warmer weather when the new equipment can be installed for the playground relocation at the center of the bus loop.

H. Olive Day: Mr. Dooley announced that the next HOD Playground Committee meeting would be on Tuesday, October 30, 2012.

SUPERINTENDENT REPORT

Use of Building Facilities

Dr. Allardi provided the Building Facility Use Annual Report for each school. She reported that the technology department is working on the development of an on-line process for reserving and renting building space.

Curriculum Review Cycle

Dr. Allardi proposed a timeline for the Norfolk Public Schools Curriculum Review Cycle.

MOTION: Mr. Doyle made a motion to adopt and accept the Norfolk Public Schools Curriculum Review Cycle proposed by Dr. Allardi. Mr. Peterson second. All in favor. **Motion Passed**

2012 Accountability Data – Freeman-Kennedy School

Dr. Allardi to report at the November School Committee Meeting how Norfolk students' performance on open response MCAS items, compare to those in similar/like districts. Lisa Altham-Hickey and Trish Kelly will also give a comprehensive report on our 2012 MCAS scores.

Superintendent Evaluation/Goals Benchmark

Dr. Allardi presented her Professional Goals and Benchmarks to the School Committee. By November 1, 2012, Dr. Allardi will complete with all principals and district administrators steps 1 and 2 of the New Educator Evaluation cycle (Goal 2, key action 1). At the January School Committee meeting Dr. Allardi will present a report of Entry Findings (Goal 1, key action 2) that synthesizes evidence collected, identifies strengths of the system and the most critical areas for improvement that require further inquiry, and identifies next steps for study.

MOTION: Mr. Flaherty made a motion to accept the Professional Goals and Benchmarks as presented by Dr. Allardi. Second Mr. Peterson. All in favor. **Motion Passed**

Dr. Allardi suggested that an Evaluation Subcommittee be formed to develop an evaluation instrument using the state model and rubric. The Evaluation subcommittee will consist of Mr. Dooley, Mr. Chalmers, Mr. Doyle and Dr. Allardi.

Dr. Allardi presented to each School Committee member a copy of the Harvard University published, "Essential School Boards", a study of effective practices of school committees that significantly impact student's academic achievements.

COMMITTEE REPORTS

NEST

Ann Mackenzie spoke on behalf of grant money she received from NEST. Ann thanked the Norfolk community and the NEST board members. Ann received \$1,300.00 to be used to purchase site licenses from websites for teachers to use to enhance their curriculums.

Mr. Dooley noted that anyone who is interested in joining or becoming involved with NEST, to please contact him at Town Hall. The first fundraiser for NEST is being held on Tuesday, November 6th during voting at the Freeman-Kennedy School. Anyone interested in baking or volunteering their time with the NEST Bake Sale Fundraiser should contact Mr. Dooley.

King Philip School Committee Liaison Report

Mr. Chalmers reported that he is involved in a Community Outreach Initiative. It involves all three towns (Norfolk, Plainville and Wrentham) working together on programs and initiatives. The next KP School Committee Meeting will be Monday, September 17, 2012.

Dr. Allardi also reported that she has been meeting regularly with the Superintendents from King Philip, Plainville and Wrentham, to support each other and share resources.

Legislative Affairs

Mr. Chalmers reported that he recently spoke with Representative Dan Winslow and there was nothing to report at this time. Legislature will resume meeting in January. Mr. Chalmers mentioned that Representative Winslow would be willing to speak to the School Committee members on a quarterly basis.

Policy Subcommittee

Mr. Flaherty reported that the Policy Subcommittee would present an update on policies for the School Committee at the November meeting.

Policy BEC and GCF - 3rd Readings

MOTION: Mr. Flaherty made a motion to waive the third reading of School Committee Policy BEC- Executive Session. Mr. Doyle second. All in favor. **Motion Passed.**

MOTION: Mr. Flaherty made a motion to accept the changes to the BEC-Executive Session Policy. Mr. Doyle second. All in favor. **Motion Passed.**

MOTION: Mr. Flaherty made a motion to waive the third reading of School Committee Policy GCF- Professional Staff Hiring. Mr. Peterson second. All in favor. **Motion Passed.**

MOTION: Mr. Peterson made a motion to accept the changes to the GCF- Professional Staff Hiring Policy. Mr. Doyle second. All in favor. **Motion Passed.**

NEW BUSINESS

Application for School Partner

MOTION: Mr. Dooley asked for a motion to accept the Norfolk Girl Scouts application to become a School Partner. No motion was made and the application was not accepted.

DECISION ITEMS

MOTION: Mr. Flaherty made a motion to accept the minutes from the September 11, 2012 meeting. Mr. Doyle second. All in favor. **Motion Passed.**

The next **Budget Committee meeting** will be held on Tuesday, November 13, 2012, following the School Committee meeting, in the Media Center at the Freeman-Kennedy School.

The next **School Committee Meeting** will be held on Tuesday, November 13, 2012 at 7:00pm in the Media Center at the Freeman-Kennedy School.

MOTION: Mr. Flaherty made a motion to adjourn the meeting at 8:45pm. Mr. Doyle second. All in favor.
Motion Passed.

Exhibits

Norfolk TPA Donation

Strategic Approach to Superintendent Goal Setting

Teacher Evaluation Feedback – DESE

Application for School Partner – King Philip Basketball Association

October 23, 2012 School Committee Meeting Minutes