

# Norfolk Public Schools: NORFOLK, MASSACHUSETTS

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**Norfolk School Committee  
MINUTES  
Freeman-Kennedy School – Media Center  
Tuesday • February 12, 2013 • 7:05 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 7:05 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

Ms. Susan Fine of 48 Berkshire Street asked the School Committee to take into consideration developing a policy where parents are notified, without giving personal information, if a child makes any kind of a physical threat either to another student or an adult.

### ADMINISTRATIVE/REGULAR ITEMS

#### Donations

**MOTION:** Mr. Flaherty made a motion to accept the donation of \$1,125.84.00 from the TPA and \$35.00 from private families. Mr. Doyle second. All in favor. **Motion Passed.**

### SCHOOL COMMITTEE CHAIR REPORT

#### H. Olive Day and Freeman-Kennedy Fundraisers (Present to June)

**MOTION:** Mr. Flaherty made a motion to accept the list of fundraisers to be held at the schools from present to June. Mr. Doyle second. All in favor. **Motion Passed.**

#### 2013-2014 School Calendar

Dr. Allardi noted that the half Professional Day in May is typically a full day, therefore adding one more day in June.

**MOTION:** Mr. Flaherty made a motion to accept the 2013-2014 Calendar with the revision that May 22<sup>nd</sup> be a full Professional Day and the last day of school as June 17<sup>th</sup>. Mr. Doyle second. All in favor. **Motion Passed.**

Mr. Dooley also mentioned the possibility of having Good Friday be a ½ day of school this year, provided there was another snow day between now and then. This would make the last day of school a Friday, instead of a Monday.

### **Past Due Fees**

A discussion ensued regarding the cost of a collection agency to recover the delinquent payments over 90 days. This will be tabled at this time. Dr. Allardi suggested that we follow the steps of the revised policy, limiting participation in tuition based programs should fees become delinquent after 60 days. She will update the Committee in May.

### **Pre-Kindergarten and Kindergarten 2013-2104 Fees**

**MOTION:** Mr. Flaherty made a motion to accept the current rates for pre-kindergarten and kindergarten for the 2013-2014 school year. Mr. Doyle second. All in favor. **Motion Passed.**

## **SUPERINTENDENT REPORT**

### **Quarterly Bullying Report**

Dr. Allardi reported to the Committee, one bullying incident was identified and investigated at the Freeman-Kennedy. The principal took appropriate disciplinary action. This was a single incident.

### **School Safety**

Dr. Allardi reported that Mr. John Lafond did a walk through the Freeman-Kennedy Building with herself, Chief Stone, Office Eyekel and Mr. Flaherty, giving feedback on the security of the building. He will be doing a walk through at the HOD within the next few weeks. Mr. Lafond will submit a security report to the School Committee. General information will be shared with the public.

### **Superintendent's Preliminary Entry Findings**

Dr. Allardi presented a power point presentation of her entry findings report.

## **COMMITTEE REPORTS**

### **NEST**

There is nothing new to report.

### **Budget Subcommittee**

Mr. Peterson reported that Dr. Allardi would be presenting a preliminary budget to the Subcommittee and a date would be determined for the open meeting.

### **King Philip School Committee Liaison Report**

Mr. Chalmers reported that the Superintendent's proposed budget was presented. Union negotiations are on-going.

### **Policy Subcommittee**

#### **1<sup>st</sup> Reading**

#### **KF**

Dr. Allardi explained what was changed in the liability statement. Our attorney reviewed the current form and the liability statement language that needed to be changed. A parent permission/acknowledgement form was added that states that the activity is not school related or sponsored.

**MOTION:** Mr. Flaherty made a motion to accept Policy KF with the amended changes. Mr. Doyle second. All in favor. **Motion Passed.**

## **2nd Reading**

### **KDCC Distribution/Posting Promotional Materials on School Grounds**

The School Committee reviewed the changes, only allowing school partners the ability to post signs on school grounds.

## **3<sup>rd</sup> Reading**

### **JQ Student Costs: Fees, Fines, Tuition, and Charges**

The School Committee would like the following added:

After 90 days, with the approval of the School Committee, the district reserves the right to submit the unpaid balance to a collection agency.

**MOTION:** Mark Flaherty made a motion to accept JQ Student Costs: Fees, Fines, Tuition, and Charge as amended on February 12, 2013. Mr. Doyle second. All in favor. **Motion Passed.**

## **NEW BUSINESS**

### **Norfolk Recreation School Partner Renewal**

**MOTION:** Mr. Flaherty made a motion to accept the Norfolk Recreation's renewal application to remain a School Partner. Mr. Doyle second. All in favor. **Motion Passed.**

### **Miles for Melanoma Charity Run/Walk**

The Committee discussed the use of the HOD as the start/end for the Miles for Melanoma Charity Run/Walk.

**MOTION:** Mr. Flaherty made a motion to allow the use of the HOD as a start/end for the Miles for Melanoma Charity. Mr. Doyle second. All in favor. **Motion Passed**

## **DECISION ITEMS**

**MOTION:** Mr. Flaherty made a motion to accept the minutes from the January 8, 2013 meeting. Mr. Doyle second. All in favor. **Motion Passed.**

The next **Budget Committee meeting** will be an open forum, held on Tuesday, March 19, 2013 following a brief School Committee meeting, in the Media Center at the Freeman-Kennedy School.

The next **School Committee Meeting** will be held on Tuesday, March 19, 2014 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**

Donations

H. Olive Day and Freeman-Kennedy Fundraisers

2013-2014 Calendar

Past Due Fees

Establishment of Pre-kindergarten and Kindergarten Fees

Superintendent's Preliminary Entry Findings – Report and Powerpoint

Policy KF – Community Use of School Facilities and Resources

Policy KDCC – Distribution/Posting of Promotional Materials on School Grounds

Policy JQ – Student Costs: Fees, Fines, Tuition, and Charges

Norfolk Recreation Renewal Application for School Partner

January 8, 2013 School Committee Meeting Minutes