

Norfolk Public Schools: NORFOLK, MASSACHUSETTS

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**Norfolk School Committee
MINUTES
Freeman-Kennedy School – Media Center
Tuesday • August 6, 2013 • 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 7:05 PM.

Roll Call: Jeff Chalmers, Kelly Peterson, Thomas Doyle and Shawn Dooley

Mark Flaherty arrived late and was not included in the roll call.

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

PUBLIC COMMENT

None.

CORRESPONDENCE

None.

SCHOOL COMMITTEE CHAIR REPORT

Membership Listing

The School Committee members reviewed the Membership List and made corrections as needed.

School Building Project Update

At present, the fields are being laid and the center island playground (bus loop) is being graded. It will take approximately 6 weeks to finish the project.

Teacher/Staff Opening Meeting

Mr. Dooley reminded the School Committee that they are invited to the teacher/staff opening meeting on August 28, 2013.

Superintendent Evaluation

Mr. Dooley tabled until the September School Committee meeting.

Community Partner Application

Backpack Fairies, an organization that collects school supplies and backpacks for underprivileged children at the start of the school year, applied for a Community Partner Application.

Motion: Mr. Flaherty made a motion to allow Backpack Fairies to become a Community Partner. Mr. Peterson second. All in favor. **Motion Passed.**

SUPERINTENDENT REPORT

Mr. Mike Yang

Dr. Allardi introduced the new town/school Technology Director, Mr. Michael Yang.

BICO Annual Operating Budget FY2014

Dr. Allardi presented a copy of the FY2014 BICO Operating Budget to the School Committee for informational purposes.

Fees/Tuition Update

Dr. Allardi presented to the School Committee an update of the outstanding fees and tuitions due.

Budget Transfers

Dr. Allardi presented to the School Committee the Business Manager's recommendations for budget transfers.

Motion: Mr. Doyle made a motion to approve the budget transfers. Mr. Flaherty second. All in favor. **Motion Passed.**

Staffing Update

Dr. Allardi updated the School Committee on the new staff, Assistant Principal at HOD- Anita Mecklenburg, Elementary Development Math teacher – Eileen Cloutier, Therapeutic Teacher – Jackie Buckner, and Town/School Tech Director – Mike Yang. At present, there are two vacancies, .5 teacher job share in grade 1 and .6 tech specialist.

Kindergarten Class Size

Dr. Allardi explained to the School Committee that enrollment is larger than anticipated (via the census) this year. Full Day Kindergarten class sizes are three classes of 23 and one class of 24. Half-day kindergarten has 16 students enrolled. Dr. Allardi is recommending that the School Committee override the policy regarding class sizes for this year. She is also recommending that 2 additional half-time assistants be added.

Motion: Mr. Doyle made a motion to override the school policy with regards to class size and if necessary, the hiring of 2 half-time assistants. Mr. Peterson second. All in favor. **Motion Passed.**

HOD Playground Update

Dr. Allardi explained to the School Committee that the company originally awarded the bid had to withdraw because they had misquoted the cost of the playground surfacing. The bid has since been awarded to Pro-Built. There was however, a delay in the start of the project because the company had taken on another job before they were the second to be awarded the job. At present, excavation work is scheduled and the installers are waiting to install the equipment next week. The playground will not be ready until approximately 1 month after school opening. Dr. Allardi also wanted to thank Andy Bakinowski and his son for volunteering their time to remove the old playground equipment, and presenting the school with a check for the recyclable materials.

COMMITTEE REPORTS

NEST

No report.

KP

No report.

Policy Committee

2nd Reading – IJNDB – Technology Acceptable Use Policy – Dr. Allardi will present the changes made and a copy of the revised Parent Permission form for photographing and liability.

Technology Committee

No report.

DECISION ITEMS

Motion: Mark Flaherty made a motion to accept the June 19, 2013 School Committee Meeting Minutes. Thomas Doyle Second. All in favor. **Motion passed.**

The next **School Committee Meeting** will be held on Wednesday, September 11, 2013.

Motion: Mark Flaherty made a motion to adjourn. Kelly Peterson Second. All in favor. **Motion passed.**

EXHIBITS

- Exhibit 1 School Committee Membership List
- Exhibit 2 BICO Annual Operating Budget For FY2014
- Exhibit 3 Fee/Tuition Collections
- Exhibit 4 Budget Transfers
- Exhibit 5 Technology Acceptable Use Policy and Agreement
- Exhibit 6 School Committee Minutes June 19, 2013
- Exhibit 7 Application for School Partner – Backpack Fairies