

Norfolk Public Schools: NORFOLK, MASSACHUSETTS

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**Norfolk School Committee
MINUTES
Freeman-Kennedy School – Media Center
Wednesday • September 11, 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, Mark Flaherty, Kelly Peterson and Shawn Dooley

Thomas Doyle was not present.

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

PUBLIC COMMENT

None.

CORRESPONDENCE

None.

SCHOOL COMMITTEE CHAIR REPORT

Girl Scout History Wall at Freeman-Kennedy School

Katie McMahan and Eleanor Spellman, 9th grade students and members of Girl Scout Troop #3616 presented their PowerPoint presentation to the School Committee about the task of creating the history wall at the Freeman-Kennedy school. The wall will be unveiled on September 13th @1:30pm. Both girls will be awarded the Silver Award, the highest award that a girl scout at their level can receive.

Budget

Mr. Dooley mentioned the School Committee would approach the Selectman at the Town Meeting in the fall to request funds to help the schools balance their budget.

Signage

Mr. Dooley discussed adding more signs to the Freeman-Kennedy School. He requested a “Do Not Enter”, “Do Not Pass” and a “Stop” sign at the end of the parent drop-off loop; the installation of a “One Way” sign at the end of the baseball/football fields and swapping the Superintendent’s and the Visitor signs. There was discussion about moving a couple of the Handicapped Parking signs to the other parking lot. Mr. Dooley was going to measure the distance from the parking spots to the building to ensure that we would be in compliance with the state law.

Building Cleaning Maintenance

Dr. Allardi has suggested a work ticket program be enforced to help keep the maintenance department running smoothly. Dr. Allardi also suggested having the consultant who did the long-range maintenance plan for the schools come back to do an analysis on how our resources can be maximized from day to day and keep better track of response time.

Landscaping

The lack of care to the school grounds is due in part to the town's work on the roads and being short staffed. Mr. Bullock is checking into having one person take care of both school's property. It is suggested to form a subcommittee and include a person from the DPW.

MOTION: Mr. Flaherty made a motion to get bids for a landscaper to do weeding and general clean up of the schools. Second by Jeff Chalmers. All in favor. **Motion Passed.**

MASC Conference

It was agreed that Mr. Dooley would attend the conference, but only for 1 day.

Opening of Schools

It was reported that parents have expressed some concern about the buses being overcrowded. Dr. Allardi will investigate with Holmes Bus Company. There is construction at both schools. The Freeman-Kennedy is in the final construction phase; fencing and playground equipment installation are underway.

HOD Playground

Excavation of the playground will take approximately 1-1/2 weeks. Dr. Allardi will be meeting with the landscaper and general contractor on Friday, September 13th. The projected completion of the playground is October 14th.

Safety Update

John Lafond completed a security walk through both schools last year. Panic alarm buttons will be installed in both schools and the Superintendent's office. Additional locks will be installed on interior doors. Dr. Allardi is working closely with the fire and police department to update the security procedures.

Parent Leaders Group

The Parent Leaders Group will be starting up again in October. Dr. Allardi will have information posted on the web and in her monthly e-mail to parents.

COMMITTEE REPORTS

NEST

NEST continues fundraising with their t-shirts.

KP

No report.

Policy Committee

3rd Reading – IJNDB – Technology Acceptable Use Policy.

MOTION: Mr. Flaherty made a motion to accept IJNDB Policy with the changes as noted. Second Kelly Peterson. All in favor. **Motion Passed.**

Technology Committee

Mr. Chalmers reported that the Technology Committee would have their first meeting in October.

Building Committee

MOTION: Mr. Flaherty made a motion that the School Committee would support the Building Committee's recommendation to transfer the local share of the bid savings in the amount of \$1,520,491 to Owner's contingency. Kelly Peterson Second. All in favor. **Motion Passed.**

DECISION ITEMS

MOTION: Mark Flaherty made a motion to accept the August 6, 2013 School Committee Meeting Minutes. Jeff Chalmers Second. All in favor. **Motion Passed.**

The next **School Committee Meeting** will be held on Tuesday, October 8, 2013.

MOTION: Mark Flaherty made a motion to go into Executive Session to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel; and to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. Kelly Peterson Second. All in favor. **Motion passed.**

EXHIBITS

- Exhibit 1 MASC Conference
- Exhibit 2 Technology Acceptable Use Policy and Agreement
- Exhibit 3 School Committee Minutes August 6, 2013
- Exhibit 4 Staff Report
- Exhibit 5 SACC Enrollment