

**Norfolk School Committee  
MINUTES  
Norfolk Town Hall – Room 214  
Tuesday □ February 7, 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: Shawn Dooley, Thomas Doyle, Peter Haviland, Linda Andrews (arrived at 7:12 PM)

Interim Superintendent Claire Jackson

Absent: Kelly Petersen

Mr. Dooley read the mission statement and announced that the meeting was taped by NCTV for video and audio.

**PUBLIC COMMENT**

Claire Campo, Director of Technology gave a Technology Staffing Timeline to the School Committee.

Bonnie O’Connell, Technology Integration Specialist, read a letter of recommendation she wrote for Claire Campo.

**7:12 PM**

Linda Andrews arrived.

Anne MacKenzie, 2nd grade teacher, gave her opinion on the importance of technology in the classroom. She is thankful for the leadership in the Technology Department.

Marie Zullo, parent, is concerned about the state of the technology department at the NPS. She discussed the resignation of the SPED Director. She would like to have had been informed by the school administration.

Ellen Horton, teacher, would like the School Committee to research sharing services with other towns.

Kathy Maloof, President NTA, is concerned about cuts to the people who work directly with the students.

Stephanie Lallo, parent of Pre-K SPED student. Her son has had 9 teacher changes in 8 months which is very detrimental to a student with Autism.

Bea Gringeri, parent of SPED student, learned about Jacks resignation from another parent and thought the NPS should have informed the families.

### **Donations**

### **Exhibit 1**

**MOTION:** Mr. Haviland made a motion to accept \$4,036.in donations (TPA and Parent) Linda Andrews, second. All in favor. **The motion passed.**

### **School Committee Chair Report**

Mr. Dooley read the language on the Veteran's Plaque that the Superintendent and he had written. Mrs. Andrews and Mr. Doyle added changes. Dr. Jackson read a new version. She will make changes and bring to next meeting.

### **NCTV Lease**

Mr. Dooley discussed keeping the rent the same for first year and add 3% in year 2 and 3. The space at the Freeman-Kenned is 20% less that the current space. He will add this information to the lease and distribute at the next meeting.

### **HOD Playground**

The HOD playground is out of compliance and must be replaced. Mr. Dooley discussed moving the playground to the back of the school. The front of the school would be used for additional parking. The cost to replace is \$80,000. DPW could give a price for the relocation and additional parking to keep within the Town. Mr. Dooley would like to make a 3-5 year plan for improving the HOD parking lot. The school committee agreed to pursue this by collecting more information. Dr. Jackson noted that many parts of the playground must be replaced this year and/or before the beginning of school in September. Linda Balfour would like to be included in the move of the playground.

### **Charitable Contributions and Naming Rights**

Mr. Dooley inquired if the Committee would like to look into this. Dr. Jackson commented that some schools in Massachusetts have policies that allow it and some do not. Mr. Doyle agreed to work on investigating this policy.

### **Shared Services with Wrentham**

Mr. Dooley spoke to the Chair of the Wrentham School Committee about sharing services with Norfolk in the capacity of Superintendent, SPED Director and administrative staff. The Wrentham School Committee would not even discuss or vote. They are not interested. Mrs. Andrews was surprised that this was on the agenda because the Committee had never discussed it. Mr. Dooley explained that it was a Budget Subcommittee decision to explore.

### **NCL Auction Item Discussion**

Mr. Dooley has had a request from NCL for an auction item for their Gala in March. He suggested a chance for a team to have the first basketball game in the Freeman-Kennedy gym. The school committee was asked to think of additional ideas.

### Special Education Director Discussion

Mr. Dooley read a resignation letter from Jack Stokes, Special Education Director. His last day will be April 1, 2012. The new Superintendent will be able to be involved in the search for a new SPED Director. He agrees that parents should be involved in the process. Dr. Jackson will appoint an Acting Director.

### School Partner

#### **Norfolk Grange**

Mr. Dooley explained the new policy regarding School Partners. School Partners, organizations that give back to the school will be entitled to privileges such as sending flyers home with the students.

**MOTION:** Mrs. Andrews made a motion to accept the Norfolk Grange as a School Partner. Mr. Doyle, second. All in favor. **The motion passed.**

#### **Norfolk Lions Youth Soccer**

**MOTION:** Mr. Doyle made a motion to accept the Norfolk Grange as a School Partner. Mr. Haviland, second. All opposed. **The motion did not pass.**

#### **Norfolk Recreation**

**MOTION:** Mr. Dooley made a motion to accept Norfolk Recreation as a School Partner. Mr. Doyle, second. All in favor. **The motion passed.**

### **SUPERINTENDENT REPORT**

#### DESE: Massachusetts Model System for Educator Evaluation

SC/Superintendent/Principal Responsibilities for New State Evaluation Procedure Exhibit 6  
Dr. Jackson reviewed with the School Committees responsibility to adopt, adapt or revise the annual Superintendent Evaluation to measure student achievement. She suggests a subcommittee look into this procedure. The second part of this new model involves Collective Bargaining Language that can be negotiated. This will be done with the NTA in the summer or early fall.

#### FY13 Budget Discussion/Update

Dr. Jackson gave an FY13 Budget Update. She gave an overview including history, important facts about annual increases to Town budgets 2007-2012, what we need and why, realities and assumptions.

She shared a chart with an overview of annual increases to Town budget 2007-2012. The School Budget is the only one taking the brunt of budget cuts and has a -1% over the past 5 years.

Mr. Dooley does not think it is realistic to have an override vote.

#### Class Size Policy Discussion

Dr. Jackson reminded committee that there is a policy on class size and strive for that goal when working on the budget.

#### Review the New Pre-K Program

Dr. Jackson gave an overview of the New Integrated Program, which includes 5 classes. There are a few openings in TK. Could we open it up to teachers that are not Norfolk Residents? Mr. Dooley would like to compare the price to the other preschools in Norfolk.

Superintendent Suggested Fees for 2012-2013:

Instrumental Music: \$175 5 & 6 grade, add \$100 for 4th graders after 1/1/12

Bus Fee: \$180 equivalent to \$1 dollar a day

Lunch: \$3.00

**COMMITTEE REPORTS**

School Building Committee: Update on Freeman-Kennedy Construction

Mr. Doyle reported that continued progress has been made with windows. The bollard discussion continues. The next meeting, February 2<sup>nd</sup> at 7 PM will be at the Construction Trailer and include a tour.

Superintendent Search Committee

The interviews continue on Monday, February 13, 2012. The Search Committee will make recommendations to the School Committee after that meeting. The School Committee will meet on February 21<sup>st</sup> at 5:30 PM to come up with dates for interviews and questions.

A letter will be a letter from the Chair of the School Committee to the candidate that will not have another interview.

Budget Subcommittee

The Budget Public Hearing will be on March 13<sup>th</sup>.

NEST

This committee continues to work on fundraising ideas.

King Philip School Committee Liaison Report

This Committee has met twice. They discussed the process for hiring coaches. The FY13 Budget was voted.

Budget Subcommittee

This Committee continues discussion of FY13 Budget including class size and suggested budget cuts.

Policy Subcommittee

**1<sup>st</sup> Readings**

GBEE (Formerly IJNDD) Internet and Electronic Communications	Exhibit 9
GBGB Staff Health and Welfare	Exhibit 10
JLC Student Health Services and Requirements	Exhibit 11
GBJ Personnel Records	Exhibit 12

**2<sup>nd</sup> Readings**

KCD Gift to Norfolk Public Schools	Exhibit 13
GBEBC Gifts to School Personnel	Exhibit 14
KHA/JJE Public Solicitation	Exhibit 15

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

IMG Animals in Classroom Exhibit 16

**MOTION:** Mrs. Andrew made a motion to approve Policy IMG. Mr. Doyle, second.

All in favor. **The motion passed.**

**MOTION**: Mrs. Andrew made a motion to approve Policy IJ/KB. Mr. Doyle, second. All in favor. **The motion passed.**

**NEW BUSINESS - none**

**DECISION ITEMS**

**MOTION**: Mr. Doyle made a motion to approve the minutes from January 10, 2012. Mr. Haviland, second. All in favor. **The motion passed.**

**ADJOURNMENT**

**MOTION**: Mr. Doyle made a motion to adjourn. Mr. Haviland, second. All in favor. **The motion passed.**  
**The meeting was adjourned at 10:00 PM.**

**EXHIBITS:**

Donations	Exhibit 1
Veteran's Plaque: feedback	Exhibit 2
School Partner: Norfolk Grange	Exhibit 3
School Partner: Norfolk Recreation Department	Exhibit 4
School Partner: Norfolk Lions Soccer	Exhibit 5
Evaluation Procedure	Exhibit 6
Model Collective Bargaining Contract Language	Exhibit 7
Class Size Policy – Rescind Vote	Exhibit 8
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IMG Animals in Schools	Exhibit 16
IJ/KB – Instructional Material/School Supplies	Exhibit 17

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