

**Norfolk School Committee**  
**MINUTES**  
**Norfolk Town Hall – Room 214**  
**Tuesday • April 10, 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 7:07 PM.

**Roll Call:** Shawn Dooley, Thomas Doyle, Peter Haviland, Kelly Petersen,

Dr. Claire Jackson

Absent: Linda Andrews

**Public Comment**

Ellen Horton, teacher: thanked the School Committee for work on the budget.

Kathy Maloof, President, NTA, Norfolk resident: commented on the Policy GBEE:

Internet and Electronic Communication. She would like to have the section referring to coaches deleted because it does not pertain to Norfolk Public Schools.

**ADMINISTRATIVE/REGULAR ITEMS**

**Donations**

**MOTION:** Mr. Dooley made a motion to accept the donations of \$1741.44

Mr. Peterson, second. All in favor. **The motion passed.**

**School Gift Fund Expenditures**

Mr. Dooley reviewed the School Gift Fund expenditures totaling \$3,125.56.

**SCHOOL COMMITTEE CHAIR REPORT**

**Superintendent Announcement**

Mr. Dooley announced that an offer has been extended to Dr. Ingrid Allardi for Superintendent of Schools to start July 1. The School Committee will negotiate the contract with her this week. She is visiting the schools on April 24th.

**HOD Playground Update**

Mr. Dooley discussed the addition of playground space at Kunde playground. The Conservation Commission voted against using more space from the Kunde Forest. The DPW is working on scenarios of cost for moving the playground. Lisa Cannon will continue to fundraise for the playground.

### **Additional Revenue to School From Town of Norfolk**

Mr. Dooley worked with Jack Hathaway and the Board of Selectman to create adjustments to the FY2013 budget and add approximately \$75,000 to the school budget. The town will consolidate all utilities. The Town will pay up to \$200,000 for the utilities.

### **SUPERINTENDENT REPORT**

#### **FY2012 3rd Quarter Report**

Todd Hassett, Business Consultant gave the FY2012 3rd Quarter Report. He reported that the Bus Transportation Bid opening is May 14, 2013.

#### **Curriculum Coordinators Report**

Kelly Whitmore, Assistant Principal Freeman-Centennial and Debbie Dressler, Assistant Principal, H. Olive Day School gave a presentation on the Math, Science, ELA and Social Studies curriculum. They thanked the teachers working on the committees for their hard work and dedication to this project. They explained how the curriculum is designed by using a process called: Understanding by Design. The Social Studies curriculum will be implemented next year.

The Math Committee has adopted a new math program called: Go Math! This math curriculum was designed to meet the requirement of the Common Core. It is in the second year of publication. There is an initiative in the district for Math Fluency. The students are involved in a free program to use at school and home to increase math fact fluency.

#### **Bullying Report**

There has been one bullying incident this year. It was dealt with by the Administration and reported to the DESE.

#### **School Calendar 2012-2013**

**MOTION:** Mr. Doyle made a motion to approve the school calendar for 2012-2013. Mr. Haviland, second. All in favor. **The motion passed.**

### **COMMITTEE REPORTS**

#### **School Building Committee:**

The project continues to be on budget and a little ahead of schedule. The demolition of the Freeman- Centennial School must be confirmed. The Grand Opening will be planned for a weekend in August. The furniture demos did not come in as planned.

#### **Budget Subcommittee:**

Mr. Dooley thanked Jack Hathaway and the Norfolk Selectman for working out a cost saving idea for the schools. Mr. Dooley read a letter from Jack Hathaway. Mr. Hassett agreed that pooling the energy together gives the most benefit. A memorandum of agreement between two boards will be signed. Additional cost savings: the Town will to pay 50% of Technology Director and share custodial staff. This will save \$20,000.

The Committee all agrees to move forward to negotiate a memorandum of agreement with the Board of Selectman.

Mr. Doyle gave an overview of the budget process to date.  
The Budget Subcommittee will meet after the next meeting on May 2, 2012.

**VOTE FEES:**

**MOTION:** Mr. Dooley made a motion to accept the recommended fee of \$3,600 for Full-time Mr. Peterson, second. Three in favor. Abstain: Mr. Doyle. **The motion passed.**

**MOTION:** Mr. Dooley made a motion to accept the recommended fee of \$1,800 for 3 Year Old AM Pre-K. Mr. Peterson, second. All in favor. **The motion passed.**

**MOTION:** Mr. Dooley made a motion to accept the recommended fee of \$2,400 for 4 Year Old PM Pre-K. Mr. Peterson, second. All in favor. **The motion passed.**

**MOTION:** Mr. Dooley made a motion to accept the recommended fee of \$4,200 for Extended Day Pre-K. Mr. Peterson, second. All in favor. **The motion passed.**

**MOTION:** Mr. Dooley made a motion to accept the recommended fee of \$7,200 for Full-Time Pre-K, Transition to Kindergarten class. Mr. Peterson, second. Three in favor. Abstain: Mr. Dooley. **The motion passed.**

**MOTION:** Mr. Dooley made a motion to accept the recommended fee of \$200 for Instrumental Music for Advanced Band. Mr. Peterson, second. All in favor. **The motion passed.**

**MOTION:** Mr. Dooley made a motion to accept the recommended fee of \$100 for Beginner Band after January 1, 2013. Mr. Peterson, second. All in favor. **The motion passed.**

**MOTION:** Mr. Dooley made a motion to accept the recommended fee of \$180 per year for Bus Fee. Mr. Peterson, second. All in favor. **The motion passed.**

**MOTION:** Mr. Dooley made a motion to accept the recommended fee of \$3.00 per lunch. Mr. Doyle, second. All in favor. **The motion passed.**

**NEST**

Mr. Dooley reported that NEST is accepting applications from teachers for grants. The Trust is looking for members of the board. Interested parties may contact Mr. Dooley for information.

Mr. Dooley thanked Mrs. Andrews for her service on the School Committee over the past few years. Also, he thanked Mr. Haviland for filling in for the past few months. Both of these School Committee members will not seek reelection in May.

**Policy Subcommittee:**

**Final readings**

**GBEE (Formerly IJNDD) Internet and Electronic Communications**

Exhibit 7

Discussion: Take out 1C, referring to coaches.

**MOTION:** Mr. Doyle made a motion to accept Policy: GBEE – Internet and Electronic Communication with correction. Mr. Peterson, second. All in favor. **The motion passed.**

**GBGB Staff Health and Welfare**

Exhibit 8

**MOTION:** Mr. Doyle made a motion to accept Policy: GBGB – Staff Health and Welfare. Mr. Peterson, second. All in favor. **The motion passed.**

**JLC Student Health Services and Requirements**

Exhibit 9

**MOTION:** Mr. Doyle made a motion to accept Policy: JLC Student Health Services and Requirements. Mr. Peterson, second. All in favor. **The motion passed.**

**GBJ Personnel Records**

Exhibit 10

**MOTION:** Mr. Doyle made a motion to accept Policy: GBJ Personnel Records. Mr. Peterson, second. All in favor. **The motion passed.**

Discussion: the School Committee would like to get quotes to digitize files.

**KCD Gift to Norfolk Public Schools**

Exhibit 11

**MOTION:** Mr. Doyle made a motion to accept Policy: KCD Gift to Norfolk Public Schools. Mr. Peterson, second. All in favor. **The motion passed.**

**GBEBC Gifts to School Personnel**

Exhibit 12

**MOTION:** Mr. Doyle made a motion to accept Policy: GBEBC Gifts to School Personnel. Mr. Peterson, second. All in favor. **The motion passed.**

**KHA/JJE Public Solicitation**

Exhibit 13

**MOTION:** Mr. Doyle made a motion to accept Policy: KHA/JJE Public Solicitation. Mr. Peterson, second. All in favor. **The motion passed.**

**NEW BUSINESS**

Mr. Haviland thanked everyone for his experience. He read a letter with recommendations for the future of the School Committee.

**Approval of Minute**

**MOTION:** Mr. Doyle made a motion to accept the minutes from March 24, 2012. Mr. Peterson, second. All in favor. **The motion passed.**

**MOTION:** Mr. Doyle made a motion to accept the minutes from March 13, 2012. Mr. Peterson, second. All in favor. **The motion passed.**

The next School Committee Meeting will be May 2, 2012 at 7 PM. It will be a re-organizational Meeting, budget subcommittee and presentation of the School Improvement Plans

**MOTION:** Mr. Dooley made a motion to adjourn to executive session for the purpose of conducting strategy in preparation for negotiating with non-union personnel not to return to regular session.

***Roll Call:***

Peter Haviland

Kelly Peterson

Thomas Doyle

Shawn Dooley.

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

The meeting was adjourned at 10:04 PM.