

Norfolk School Committee
MINUTES
Norfolk Town Hall – Room 124
Tuesday • January 4, 2011 • 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

Mr. Dooley, Chair, called the meeting to order at 7:08 PM and read the Mission Statement.
PRESENT: John Olivieri, Linda Andrews, Ross Gilleland, Thomas Doyle, Shawn Dooley, Claire Jackson

PUBLIC COMMENT

None

ADMINISTRATIVE/REGULAR ITEMS

Announcements - none

Correspondence -The Committee reviewed correspondence received.

SCHOOL COMMITTEE CHAIR REPORT

FY11 Quarterly Report

Exhibit 1a

Todd Hassett, Business Consultant, presented the FY11 2nd Quarter Budget.

Superintendents FY12 Preliminary Budget

Exhibit 1b

Dr. Jackson introduced the budget development schedule for the FY12 Budget:

January – presentation and deliberations

February - public hearing and vote

March - advisory board presentation

April – final amendments

May - Town Meeting – approval and adoption

Dr. Jackson explained her dismay at the status of the budget. The School Committee has difficult choices to make this year. The area affected most by lack of funding are the operational and instructional budgets. She reviewed the assumptions and variables for the FY12 Preliminary Budget. She discussed her recommendations for:

Staff Increases: (assistant principals/curriculum coordinators and full time librarians) and

Reductions: classroom teachers; SPED resource room teachers, SPED therapists, Reading Specialists, SPED Aides, and Technology Director.

Increased Expenses: legal services, district professional development, textbooks, instructional technology, regular education transportation, heating at Town Hall, ARRA money decrease.

Dr. Jackson gave the School Committee a chart displaying the age of instructional computers in the Norfolk Public Schools: 134 computers out of the 314 computer are 5 years old. Thomas Doyle requested research into the option of leasing vs. buying computers. Dr. Jackson will provide this information for the next school committee meeting. He also suggested replacing hard drives on computers instead of purchasing new computers.

FY12 Budget Discussion

Exhibit 2

Shawn Dooley commended Dr. Jackson and Todd Hassett on the presentation of material to build the FY12 budget. The School Committee discussed the various recommendations from the Superintendent. Mr. Dooley emphasized the importance of discussing the budget to make the cuts necessary based on a level funded budget. Linda Andrews inquired about hiring college interns. Ross Gilleland would like Dr. Jackson to show the committee a level services budget. Professional development, classroom size and textbooks were discussed. Mr. Doyle discussed the opportunity to use digital version of textbooks. Dr. Jackson explained that disposable workbooks are included in the category of materials and supplies. Ross Gilleland would like to look at the technology associated with the new school and create a District Technology Plan. He believes the district should have a curriculum coordinator. Mr. Gilleland would like a recommendation for fees from Dr. Jackson before the next meeting. Dr. Jackson thanked Todd Hassett and Donna Chisholm in the Finance Departement for the work they did to prepare the material presented tonight.

Grievance Update

Mr. Dooley discussed the status of the NTA grievance. There has not been a resolution. This topic will be further deliberated at Executive Session later.

Naming Rights of New School

Exhibit 3

A Connect-ED message was sent out today requesting community participation in the process of naming the new school. The newspapers and cable will be notified as well. The nomination forms are due January 26, 2011.

Use of Connect-ED

Mr. Dooley recommends using Connect-ED only for school related business only. Ross Gilleland would like the committee to review the policies referring to distribution of material to student policy.

Policy Development Discussion

Mr. Dooley would like to discuss the policies from Section B of the policy manual that were voted on April 28, 2010 at the next meeting.

SUPERINTENDENT REPORT

Policy: 2nd READING

Budget Transfer Policy

Exhibit 4

Dr. Jackson amended the policy to include the presentation of a quarterly report.

POLICY: 3rd Reading and Vote:

Private Tutoring for Pay

Exhibit 5

MOTION: Mr. Doyle made a motion to accept Policy GCRD: Private Tutoring For Pay.

John Olivieri seconded. Discussion: Linda Andrews would like to add that tutoring will begin after contracted hours and that teachers employed by the NPS may not tutor a student in their own class. This policy will be discussed at the next meeting in conjunction with the Use of Facilities Policy, KF. The motion was not passed.

Policy Manual: Section A

Exhibit 6

Thomas Doyle made a motion to accept Policy Manual Section A.

John Olivieri seconded. The committee discussed various policies the vote was taken.

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

COMMITTEE REPORTS

School Building Committee

Mr. Dooley gave an overview of the bi-weekly construction meetings. At each meeting, the committee is given a two week schedule. The School Committee will receive this information each month.

King Philip Liaison Report

Linda Andrews gave an overview of the most recent King Philip School Committee Meeting. At the last meeting, Maureen Howard was given a proclamation for her 19 years of service. Retirements were recognized. The School Committee continues to gathering resumes for the Principal position. A student, Cooper Henry from the KP Links Program was recognized for her work in the supply closet.

Contract Negotiation Subcommittee

The Subcommittee held the first meeting to set future dates for the contract negotiations with the NTA. The next meeting is January 20th.

NEW BUSINESS

Linda Andrews asked the committee to discuss the direction of the Shared Services discussion. She suggests that the public be informed that the discussion is tabled indefinitely. Ross Gilleland would like the Chair of the King Philip School Committee notified. Ms. Andrews will bring it up at the next meeting.

Shawn Dooley would like to form a Technology Committee to create a Technology Plan for the Norfolk Public Schools.

DECISION ITEMS

Approve Minutes

MOTION: Thomas Doyle made a motion to approve the minutes from December 7, 2010 with amendments. Linda Andrews seconded. All in favor. **The motion passed.**

EXECUTIVE SESSION:

MOTION: Mr. Dooley made a motion to enter executive session to discuss strategy with respect to collective bargaining because an open session will have a detrimental effect on the School Committee's bargaining position not to return in open session. Mr. Doyle seconded.

Roll Call:

John Olivieri
Linda Andrews
Ross Gilleland
Shawn Dooley
Thomas Doyle

Exhibits:

- 1a. Quarterly Report, Todd Hassett, Business Consultant
- 1b. FY12 Budget Documents, 1/4/2011
2. Additional Budget Documents, 1/04/2011
3. Naming Rights for New School, 1/4/11
4. Budget Transfer Policy
5. Private Tutoring for Pay
6. Policy Manual, Section A

**Norfolk School Committee
Administrative Offices, Norfolk Town Hall
One Liberty Lane, Norfolk, MA 02056
Tel: 508-528-1225 Fax: 508-528-3739**