

**Norfolk School Committee**  
**MINUTES**  
**Norfolk Town Hall – Room 124**  
**Tuesday November 8, 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**

Shawn Dooley, Chair, called the meeting to order at 7:00 PM.

Roll Call: Linda Andrews, Kelly Peterson, Shawn Dooley, Thomas Doyle

Also present: Board of Selectman: Jim Lehan, Rob Garrity and Jim Tomaszewski, Claire Jackson

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

**Interviews School Committee Vacancy:**

**Peter Haviland**

**Michael Boligan**

**Jeffrey Chalmers**

The candidates, for the vacant School Committee slot, were interviewed by members of the School Committee and the Board of Selectmen.

Discussion: Mrs. Andrews commended each candidate. Mr. Garrity liked the High School experience that Peter Haviland had to contribute to the KP Liaison position. Mr. Tomaszewski commented that all three candidates were great. He thought Peter Haviland answered the questions thoughtfully. Mr. Dooley commented that he called the Superintendent in Weymouth to get feedback on Mr. Haviland. He received good recommendations. Mr. Garrity encouraged the School Committee to find volunteer opportunities for the two candidates who do not get the position. Mr. Doyle thought that Mr. Boligan would be great as an asset to help with Technology through the town. Mr. Lehan thanked all three candidates.

**MOTION:** Mrs. Andrews made a motion to nominate Peter Haviland to the Norfolk School Committee for a term ending May 2011. Mr. Tomaszewski, second. All in favor. **The motion passed.**

**The School Committee took a 5-minute break.**

**Mr. Dooley reconvened the meeting.**

## **Public Meeting 8:30**

### **PUBLIC COMMENT**

Kathy Maloof, NTA, commented on the Superintendent Search. She is disappointed that Mrs. Balfour was not chosen as a member of the Superintendent Search Committee. She hopes that will change at the meeting tonight. She also commented that she thinks it is a narrow search.

Kathy O'Shea, teacher, was concerned that Linda Balfour is not on the Search Committee. Ann MacKenzie, teacher and resident, would like Linda Balfour on the Search Committee. Jennifer Pfeiffer, teacher, would like to have Linda Balfour on the Search Committee.

Alicia Whitehead, teacher, recommends that Linda Balfour be placed on the search committee to be fair to all of the candidates and have them introduced to all aspects of NPS. Paula Olivieri, teacher, mentioned the theme for tonight is collaboration so Linda Balfour should be on the Search Committee. She feels it was disrespectful to Mrs. Balfour and the HOD School not to be on the committee.

Ellen Horton, teacher, recommends Linda Balfour because she worked on the past Superintendent Search and has a breadth of knowledge.

Aimee Pfeiffer, teacher, said that HOD teachers are very disappointed not to have Linda Balfour on the Search Committee.

### **ADMINISTRATIVE/REGULAR ITEMS**

Announcements:

½ day 11/10/11 and No School Veteran's Day (11/11/11)

#### **Donations**

Exhibit 1

**MOTION:** Mr. Doyle made a motion accept the following donations:

\$100.00 from Eagle Brook Mgmt. Corp.

\$350.00 from Norfolk Donuts Inc.

\$2,241.00 from F/C Class of 2011(NSTAR Fundraiser)

\$1,400.00 from Norfolk TPA

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

#### **Correspondence**

Exhibit 2

All correspondence reviewed.

### **SCHOOL COMMITTEE CHAIR REPORT**

#### **Superintendent Search**

Exhibit 3

Mr. Dooley shared an advertisement for the Boston Globe. He requested approval from the Committee to spend for \$1,187 to advertise in the Boston Globe. Mr. Doyle suggested to only advertizing online.

**MOTION:** Mr. Doyle made a motion to accept \$1,187 to advertise in the Boston Globe. Mr. Peterson, second. All in favor. **The motion passed.**

Discussion: The money has been budgeted in the Human Resources line.

The brochure is online with MASC and MASS, Monster, and Boston.com.

Dr. Jackson is working with the State to get a waiver to stay on if we do not find the right candidate. King Philip School Committee approached Mr. Dooley about sharing a Superintendent. Mrs. Andrews clarified that Norfolk would have to approach King Philip to

restart the process. Mr. Doyle and Mr. Petersen would like to fulfill the search process first. Mrs. Andrews would like a shared superintendent to be considered as a long-range plan. Shawn announced that applications have already been received.

## **SUPERINTENDENT REPORT**

### FC Principal Update

Claire Jackson introduced Lisa Altham-Hickey, Principal at Freeman-Centennial School. She thanked the School Committee and Dr. Jackson for opportunity to share the great work being done at the Freeman-Centennial. She discussed the following highlights:

Camp Bournedale: an overnight outdoor learning field trip. She read quotes from 6th graders about what they loved about Camp Bournedale.

Spring MCAS Score overview: Mrs. Altham-Hickey has completed data analysis for each teacher. They have received information on last year's students and this year's students. Mrs. Andrews asked what measures are being made to move students to Proficient. Mrs. Altham Hickey commented that RTI, Accuity Testing, Study Island, and small group training are being utilized. The teachers at HOD have been included in the information about MCAS. Mr. Dooley asked how our students compare to Wrentham and Plainville.

Learning Expectations Committees: ELA and Math Committees are in the 2nd year. They have produced a document for parents and teachers. The next step is to make the Learning Expectations unique to Norfolk.

School Building Project – She has been working on furniture selections for the new school. Teachers had a tour of the new school building to see the progress so far with the location of their classrooms. The TPA will run a Brick Fundraiser for the courtyard at the new school.

## **COMMITTEE REPORTS**

### School Building Committee

Mr. Dooley gave an update on the building project. NCTV will be doing a virtual tour soon.

### KP Liaison Report

The King Philip School Committee met last night. They were updated on the artificial football turf field. The King Philip Gridiron Club will pay half. Dr. Gilson gave an overview from the Music and Fine Arts Committee. They recommended that the Elementary Schools encourage fine arts and music at the lower levels. They would also like to see a strings program.

### Budget Subcommittee

Exhibit 4

Mr. Dooley gave an overview of the FY13 Budget. For a level service budget, the FY13 budget must increase by \$350,000 over the FY12 budget. Since the Town Administrator does not think that 3.5% increase is possible, more areas must be cut so he suggested we consider an override.

### NEEF

Mr. Dooley reported that this 11-member committee had its second meeting last month. They have changed the name and reorganized. It will now be called NEST - Norfolk Educational Schools Trust. Their focus will be corporate fundraising. Educational Foundations in other towns in the Commonwealth have been very helpful and shared ideas to help start Norfolk's program. The goal of the foundation is to generate enough funds to fund grants for the teachers.

### Policy Subcommittee

BGB: School Committee Policy Adoption

Exhibit 9

There were minor edits to this policy. The change is for the committee to waive all readings and vote a revision.

MOTION: Mr. Doyle made a motion to approve Policy BGB. Mr. Peterson, second. All in favor.

**The motion passed.**

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

The School Committee reviewed the following policies:

ADF: Wellness

Exhibit 5

School Supplies

Exhibit 6

**2<sup>nd</sup> Reading:**

IJOA: Field Trips

Exhibit 7

JICFB Bullying Prevention

Exhibit 8

A reporting section was added to this policy.

MOTION: Mr. Doyle made a motion to approve Policy JICFB. Mr. Peterson, second.

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

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

MOTION: Mr. Doyle made a motion to approve KDCB: Use of Technology in Public Information and Communication. Mr. Peterson, second.

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

Exhibit 10

MOTION: Mr. Doyle made a motion to approve KDCA: Use of Students in Public Information and Communication. Mr. Peterson, second.

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

Exhibit 11

MOTION: Mr. Doyle made a motion to approve ADDA/GCFE/GDFE: CORI Requirements and Procedures. Mr. Peterson, second.

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

Exhibit 12

MOTION: Mr. Doyle made a motion to approve JKF: Discipline of Students with Disabilities. Mr. Peterson, second.

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

Exhibit 13

MOTION: Mr. Doyle made a motion to approve KBE: KJ Relations with Community Organizations and Individuals. Mr. Peterson, second.

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

Exhibit 14

MOTION: Mr. Doyle made a motion to approve GCRD: Tutoring for Pay. Mr. Peterson, second.

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

Exhibit 15

MOTION: Mr. Doyle made a motion to approve KF: Community Use of School Facilities & Resources. Mr. Peterson, second.

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

## **NEW BUSINESS**

Mr. Dooley would like to send out an RFP for Central Office Attorney because fees went up. Mr. Doyle and Mr. Dooley will have to recues themselves if their wives' firms apply.

### Superintendent Search Committee

Mr. Dooley discussed the search committee. The goal in formulating the committee was to have a balanced committee and not have it too big. He understands the teacher's comments. He suggested adding ex-officio members: Linda Balfour, Donna Chisholm and Jack Stokes. These members do not vote.

MOTION: Mrs. Andrews made a motion to leave the committee as is. Mr. Peterson, second. **VOTE:** 2 in favor and 2 opposed. The motion did not pass.

## **DECISION ITEMS**

### Minutes

MOTION: Mr. Doyle made a motion to approve the minutes from October 11, 2011. Mr. Peterson, second. All in favor. **The motion passed.**

Meeting adjourned at 10:30 PM.

## **EXHIBITS:**

Donations	Exhibit 1
Correspondence	Exhibit 2
Superintendent Search	Exhibit 3
Preliminary Estimated Budget Increases	Exhibit 4
ADF Wellness	Exhibit 5
School Supplies	Exhibit 6
IJOA Field Trips	Exhibit 7
JICFB Bullying Prevention	Exhibit 8
BGB School Committee Policy Adoption	Exhibit 9
KDCB Use of Technology in Public Information and Communication	Exhibit 10
KDCA Use of Students in Public Information and Communication	Exhibit 11
ADDA/GCFE/GDFE CORI Requirements and Procedures	Exhibit 12
JKF Discipline of Students with Disabilities	Exhibit 13
KBE Relations with Community Organizations and Individuals	Exhibit 14
GCRD Tutoring for Pay	Exhibit 15