

**Norfolk School Committee
MINUTES
Norfolk Town Hall – Room 124
Tuesday • December 7, 2010 • 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 7:05 PM and read the Mission Statement.
PRESENT: Linda Andrews, Ross Gilleland, Thomas Doyle, Shawn Dooley, Claire Jackson
ABSENT: Mr. Olivieri

PUBLIC COMMENT

Ellen Horton, President of the NTA, expressed the desire of the association to use collaborative bargaining for the upcoming teacher negotiations because it had worked very well in past negotiations. She thanked the teaching staff present for their support of the grievance to be discussed this evening.

ADMINISTRATIVE/REGULAR ITEMS

NTA Grievance

Mr. Dooley introduced the NTA Grievance Committee and reminded them to protect teacher names for confidentiality during this process. Kathy Maloof, Chair of the Grievance Committee, handed out material to the School Committee for the discussion. She stated that the reason for the grievance was that Superintendent claimed she had the authority to deny approval for lane changes for teachers based the relevance of the course chosen. Mrs. Maloof reviewed the collective bargaining history from 1969, the history of course approval, reimbursement and tracking forms, and provided a summary of past 3-credit course approval. It is the belief of the NTA that the form used for reimbursement cannot be used for approval of lane change because it has never been past practice. Mr. Gilleland asked about the process for the course approval. Mrs. Maloof explained that the form is sent to the Principal for approval first, then to the Superintendent's Office for approval for reimbursement. Dr. Jackson asked Mrs. Maloof what she thought the definition of an "approved program" was regarding current contract page 24C. Mrs. Maloof responded that she thought it meant approved by the college or university. Dr. Jackson stated that the Superintendent is responsible for judging the benefit to the NPS based on the relevance of the course being taken. Mrs. Maloof said there has not been any abuse of this practice in the past.

Announcements

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

Report Cards – December 3, 2010
Early Release – Prof. Development: December 14
Winter Break – December 24- January 2

Correspondence

Exhibit 1

SCHOOL COMMITTEE CHAIR REPORT

Naming Rights for New School

Exhibit 2

Dr. Jackson suggested revisions to the existing policy for naming the new school based on a review of other district policies. Mr. Doyle added that he would like to have a period of public comment with the School Committee making the decision. Mr. Gilleland suggested a public comment period as well as the formation of a screening committee. The decision was made to send a Connect-Ed announcement and to place announcements in the local newspapers with a form for feedback with the criteria for naming the new school. The deadline will be January 25, 2011. The suggestions will be reviewed at the February 8th meeting. The existing policy will not change.

Dr. Jackson suggested that the name be chosen before the Ground Breaking in March.

Shared Services discussion

Shared services will be discussed at a later date.

Superintendent: Appointment

MOTION: Mr. Gilleland made a motion to extend the contract for Dr. Claire Jackson for one year to end on June 30, 2012. Mrs. Andrews seconded. All were in favor. **The motion passed.**

Early Opening/School Calendar

Exhibit 3

Mr. Dooley suggested opening school on August 29, 2011. The teachers agreed to start on this day and students will start on August 30, 2011. The goal of this proposal is to maximize the number of days available for construction of the new building in June 2012. A draft calendar was distributed to the School Committee.

SUPERINTENDENT REPORT

Budget Preview FY12

Exhibit 4

Dr. Jackson gave a presentation of the budget preview for FY12.

Futures Education Report:

Jack Stokes, Director, SPED

Exhibit 5

Mr. Stokes presented information on SPED caseloads and the populations served. He explained the categories of IEP eligibility, service delivery methods, and the division of special education services district wide: 54% inclusion and 44% pullout. He recommended that we practice more RTI (Response To Intervention), a strategy for tiered instruction in the general education environment to meet the needs of all students in order to reduce special education referrals. He stated that the quality of SPED services is exceptional in the district.

POLICY

Bully Prevention Policy

Exhibit 6

Discussion: Mrs. Andrews asked how special education students are addressed in this policy. Dr. Jackson explained that there is specific language in the policy related to special education students.

MOTION: Mr. Gilleland made a motion to approve policy JICFB with the understanding that this policy will be reviewed in June each year. Mr. Doyle seconded. All were in favor. **The motion passed.**

Facebook and Social Networking

Exhibit 7

Mr. Gilleland suggested this policy be referenced with the JICFB.

MOTION: Mr. Doyle made a motion to approve policy IJNDD with the understanding that this policy will be reviewed in June each year. Mrs. Andrews seconded. All were in favor. **The motion passed.**

SECOND READING

Private Tutoring for Pay

Exhibit 8

Discussion: Dr. Jackson explained the background on this policy brought forth by the NTA. Mrs. Andrews stated that she did not recommend tutoring after school and did not understand why a teacher would recommend a student for tutoring. Mrs. Andrews stated that tutoring should be recommended only when a student has been absent for extended periods of time and needs a tutor to help them catch up. Mr. Dooley recommended taking the paragraph regarding recommending students out of the policy. The policy will be amended for the next meeting.

Policy Manual: Section A

Exhibit 9

Mr. Gilleland suggested that the date when the original Policy Manual was voted be added to the appropriate policies.

FIRST READING

Budget Transfer Policy

Exhibit 10

Mr. Gilleland suggested that the new policy be consistent with the way the School Committee has been approving the budget. Mr. Gilleland would like the Quarterly Report included in this policy.

COMMITTEE REPORTS

School Building Committee

The placement of the history wall will be discussed at the next meeting. The Committee discussed changing the pick up/drop off procedure at FC in order to move as many cars off Boardman Street as possible by increasing the driveway. The proposal was approved by the School Committee. The Ground Breaking ceremony will be scheduled for the spring.

Budget Subcommittee

This report was given previously as the Superintendent's report.

King Philip Liaison Report

The School Committee is working towards funding for a School Resource Officer. The teacher contract is being revised now that it has been ratified. Donna Lipiner, the school nurse, informed the School Committee about a grant she received for free H1N1 vaccine for Norfolk students.

Contract Negotiation Committee

The first meeting with the NTA to discuss ground rules is scheduled for December 20th.

DECISION ITEMS

Approve Minutes

MOTION: Mr. Gilleland made a motion to approve the minutes with amendments. Mrs. Andrews seconded. All were in favor. **The motion passed.**

PUBLIC COMMENT

Ellen Horton, President of the NTA, commented on the draft calendar. She stated that the last day for students should be June 20, 2011 to include 5 snow days. She inquired if draft policies were on the website and asked for a copy of the final Futures Education Special Education Audit that was received today. She referred to the potential cuts that Dr. Jackson discussed in her budget presentation and suggested that this was not a good year to cut staff.

Bonnie O'Connell, technology teacher, asked the School Committee to remember the names used to dedicate several rooms/areas in the Freeman-Centennial School. She would like the history preserved and these names carried over to the new school.

Kelly Whitmore, teacher, told the School Committee that each year at the promotion ceremony there is an award given out called the AJ Freeman Award. She also mentioned a very successful Peer Leadership Program with King Philip High School. Her last comment was about tutoring. She did not think it was cost effective for teachers to pay \$25 if they only charge \$40 per hour.

EXECUTIVE SESSION:

MOTION: Mr. Dooley made a motion to adjourn to Executive Session as stated in MGL Chapter 30A, Section 21: (A3) for the purpose of discussing strategy for collective bargaining or litigation and not to return to regular session. Mr. Doyle seconded. **The motion passed.**

Roll call:

Linda Andrews
Ross Gilleland
Shawn Dooley
Thomas Doyle

EXHIBITS

1. Correspondence, 12/07/10
2. Naming Rights of New School Policy
3. 2011-2012 Calendar, draft, 12/7/2010
4. Budget Preview FY12, Dr. Claire Jackson, Interim Superintendent, 12/7/2010
5. Futures Education Report and SPED Report, Jack Stokes, Director of Pupil Personnel Services, 12/7/2010
6. Proposed Bullying Prevention Policy
7. Proposed Facebook and Social Networking Policy
8. Proposed Private Tutoring for Pay
9. Proposed Policy Manual: Section A
10. Proposed Budget Transfer Policy

Approved: January 4, 2011

All meeting have been taped by NCTV. DVD's may be viewed in the Superintendent's Office or on our website.

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