

Norfolk School Committee  
MINUTES  
Norfolk Town Hall – Room 124  
Wednesday • May 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.

**7:00 PM: Call to Order – Roll Call**

The Interim Superintendent Claire Jackson called the meeting to order at 7:10 PM.

Present: John Olivieri, Kelly Peterson, Thomas Doyle, Shawn Dooley

Also present: Claire Jackson

Absent: Linda Andrews

Dr. Jackson asked for a nomination for Chair of the School Committee.

Mr. Olivieri nominated Kelly Peterson.

Mr. Doyle nominated Shawn Dooley.

**MOTION:** Thomas Doyle made a motion for Shawn Dooley as Chair, Kelly Peterson seconded. 3 in favor. 1 abstained. **The motion passed.**

Mr. Olivieri congratulated Mr. Dooley on his victory in the election as Town Clerk. He gave him two pins from his collection.

Mr. Dooley read the mission statement.

**PUBLIC COMMENT**

No Public Comment.

Mr. Dooley introduced Kelly Peterson. Mr. Peterson shared his background with the School Committee. He is originally from Kansas, attended the University of Kansas for undergraduate and received his MBA from Babson College. He has 3 young children. He hopes to bring good reason and calm judgment to the School Committee.

**ADMINISTRATIVE/REGULAR ITEMS**

**Announcements:** At Town Meeting on May 10, 2011, Dr. Jackson will present a level funded budget.

**Commendations:** HOD Library/Julie Redlitz

Dr. Jackson shared an email from Mrs. Redlitz, a parent volunteer in the library. She shared good news that the H. Olive Day School Library has expanded its collection over the last year and a half by over 1,000 books at no cost to the taxpayers. The new materials have been accumulated over the past four or five years using Scholastic Book Fair Credits and also through donations. Through a collaborative effort of the HOD Reading Specialists and the TPA Library Volunteers, these books and other materials were labeled and cataloged, making them accessible to students, teachers and anyone in the SAILS Library network. Special thanks goes to the H. Olive Day

Reading Specialists who identified the need and began the labeling process; to Julie Redlitz and Amy Francis who cataloged all of the books; to Mary Carney for her ability to answer any question; to the SAILS Support Staff for all of the training provided and to all of the Library Volunteers for their work on supporting activities too many to count. This is a great example of what can be done for the schools through volunteerism!

**Teacher Appreciation Week:**

Dr. Jackson thanked the teachers for all they do for the students of Norfolk.

**Donations**

Dr. Jackson asked the School Committee to accept the following gifts received in April: \$339.07 from School Health Corp. for a digital scale; \$2,045.42 from the Norfolk TPA for Field Day, prizes for Math Facts; 6 CD players, 8 umbrellas for bus duty, and a K-2 E-Book Website Lifetime subscription.

**MOTION:** Mr. Dooley made a motion to accept the donations. Mr. Peterson seconded. All in favor. **The motion passed.**

**Correspondence**

The School Committee reviewed the correspondence.

**SCHOOL COMMITTEE CHAIR REPORT**

**Pre-Town Meeting Planning**

Dr. Jackson will present level funded budget. It will be a 5 minutes presentation.

**School Committee Reorganization**

Exhibit 3

The School Committee voted various subcommittees and other positions for the upcoming year.

**MOTION:** Mr. Doyle made a motion to elect Thomas Doyle as Vice Chair. Mr. Peterson seconded. All in favor. **The motion passed.**

**MOTION:** Mr. Dooley made a motion to elect Linda Andrews as Secretary. Mr. Doyle seconded. All in favor. **The motion passed.**

**MOTION:** Mr. Olivieri made a motion to elect Linda Andrews as King Philip School Committee Representative. Mr. Peterson seconded. All in favor. **The motion passed.**

**The following appointments were made:**

**Policy Subcommittee:** John Olivieri and Claire Jackson

**Budget Subcommittee:** Thomas Doyle and Kelly Peterson

**Public Relations:** Kelly Peterson

**Legislative Liaison:** Shawn Dooley

**Warrant Signers:**

Shawn Dooley, Kelly Peterson, John Olivieri (alternate: Thomas Doyle)

**Norfolk School Building Committee:** Shawn Dooley and Thomas Doyle

**H. Olive Day Trustee:** John Olivieri

**MOTION:** **Thomas Doyle** made a motion to appoint Shawn Dooley to be designated payroll signer. Kelly Peterson seconded. All in favor. **The motion passed.**

**MOTION:** Shawn Dooley made a motion to appoint Thomas Doyle to be the alternate payroll signer. Thomas Doyle seconded. 3 in favor. 1 abstain. **The motion passed.**

Dr. Jackson recommended areas of Public Relations that would benefit the school: updating website, utilizing the first 1/2 hour at each School Committee meeting to have a presentation from the schools, finish developing curriculum and share with parents.

## **SUPERINTENDENT REPORT**

### **School Physician**

Exhibit 5/Vote

Dr. Jackson recommended reappointing Dr. Henry D'Angelo as school physician for the 2011-2012 school year. He will be paid a \$2,000 stipend for his service. Dr. Jackson informed the School Committee that this is a necessary job in the school. His job will be to give advice to the school nurse as well as and writing prescriptions.

**MOTION:** Mr. Olivieri made motion to reappoint Dr. Henry D'Angelo. Mr. Doyle seconded All in favor. **The motion passed.**

### **Budget Transfer:**

Dr. Jackson recommended transferring \$39,000 from the Student Services line in the budget to cover legal services, snow removal, and additional outplacements.

**MOTION:** Shawn Dooley made a motion to transfer \$15,000 to District Leadership & Administration; \$11,000 to Operations & Maintenance; and \$13,000 to Programs with Other School Districts. All in favor. **The motion passed.**

## **DECISION ITEMS**

### **Approve Minutes**

Mr. Dooley made a motion to approve the minutes from the April 5, 2011 meeting. Mr. Doyle seconded. 3 in favor. 1 abstain. **The motion passed.**

Mr. Olivieri questions bullying reports. Mr. Dooley asked to add Bullying Report: Not to be discussed to the Administrative Items on the agenda for each meeting.

Dr. Jackson shared agenda items for the next meeting:

- Superintendent search materials will be distributed
- Final draft version of budget
- Leadership of NEEF will be invited for an update
- School Improvement Plans from HOD and FC
- Summer Workshops

Mr. Dooley asked for volunteers from the community for the NEEF Board.

Mr. Olivieri made a motion to adjourn at 8:45 PM. Mr. Doyle seconded.

All in favor. **The meeting was adjourned.**

### **Exhibits:**

School Gift Account, 5/4/11

Correspondence

Reorganization of School Committee

NEEF Appointment, 4/13/11, Marian Harrington

School Physician Appointment, 5/4/11