

**Norfolk School Committee  
MINUTES  
Norfolk Town Hall – Room 124  
Tuesday □ June 7, 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 7:10 PM.

Roll Call: John Olivieri, Linda Andrews, Kelly Peterson, Thomas Doyle, Shawn Dooley,  
Also present: Claire Jackson

**MOTION:** Mr. Dooley made a motion to enter into executive session for the purpose of discussing strategy with respect to collective bargaining with the Norfolk Teachers' Association return to Regular Session.

**Roll Call:** John Olivieri, Linda Andrews, Kelly Peterson, Thomas Doyle, Shawn Dooley,  
**The motion passed.**

At 7:50 PM, Mr. Dooley called the Regular Session back to order.

**Roll Call:** John Olivieri, Linda Andrews, Kelly Peterson, Thomas Doyle, Shawn Dooley,  
Also present: Claire Jackson

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

**PUBLIC COMMENT** - none

**ADMINISTRATIVE/REGULAR ITEMS**

**Announcements:** June 21<sup>st</sup> Last Day of School/6<sup>th</sup> Grade Promotion

**Bullying Report:** No Reports

**Commendations:** Retirees

Dr. Jackson read commendations for retiring teachers:

Janet Bloom, Grade 1; Karin Montlack, Reading Specialists; Judy Holt, Grade 4; and  
Barbara McLacklin, Art Teacher

## **Donations**

Exhibit

Dr. Jackson asked the School Committee to accept the following gift received in May: \$750 from the TPA for the Teacher Appreciation Breakfast.

**MOTION:** Mr. Dooley made a motion to accept the donation. Mr. Peterson, second. All in favor. **The motion passed.**

## **Correspondence** – no report

## **SCHOOL COMMITTEE CHAIR REPORT**

### **Ratify NTA Contract: Vote**

**MOTION:** John Olivier made a motion to ratify the NTA Contract for 2011-2014.

Mr. Peterson, second. Discussion: Shawn Dooley thanked all parties for making the negotiations successful. All in favor. **The motion passed.**

### **Norfolk Elementary Education Foundation Update**

Mr. Dooley gave an overview of the opportunities for volunteers with NEEF for grant writing, and fundraising for the NPS. He shared the list of volunteers interested in appointment to the NEEF Board. Mr. Dooley suggested all of the current volunteers participate on the Board or as a member of NEEF. The School Committee discussed options for NEEF. Mr. Doyle would like to have all volunteers appointed. Mr. Dooley suggested having a president from another local Foundation help get it started. It will be important for NEEF to have a clear focus and not compete with the efforts of TPA.

**MOTION:** Mrs. Andrews made a motion to appoint: Stacey Forte, Erika Warren, Chris Swezey, Jenny Wynn, Karen Casper, Mark Gafur, Marissa Keleher, Beth Squires, Liz Gebhard, Jenn Troutman, Ron Zullo, and David Lu. Mr. Doyle, second. All in favor. **The motion passed.**

### **Superintendent Search Timeline and Materials**

Exhibit 2

Mr. Dooley reviewed the Superintendent Search timeline. The Search Committee will be organized at the end of the summer. The brochure will be updated at that time too. Mr. Olivieri suggests giving the Search Committee articles from magazines regarding Superintendent Search.

### **School Committee 2011-2012 Meeting Dates**

Exhibit 3

Mr. Dooley discussed the new meeting calendar. He would like to cancel the July meeting and have the next meeting on August 23, 2011.

**MOTION:** Mr. Olivieri made a motion to accept the 2011-2012 meeting calendar. Mr. Doyle, second. All in favor. **The motion passed.**

### **Norfolk Community Day**

All School Committee members were asked to help out on June 11, 2011. NPS and TPA will share a table at Community Day.

### **FY12 Fees**

**MOTION:** Mrs. Andrews made a motion to increase the bus fee from \$135 to \$150 per student for the 2011-2012 School Year. Mr. Doyle, second. The School Committee discussed the reasons for a bus fee increase. 4 in favor. 1 abstain. **The motion passed.**

**MOTION:** Mrs. Andrews made a motion to increase Full-Day Kindergarten from \$3250 to \$3500 per year for the 2011-2012 School Year. Mr. Doyle, second. The School Committee discussed the range of fees for kindergarten. 4 in favor. 1 abstain. **The motion passed.**

**MOTION:** Mrs. Andrews made a motion to increase the Instrumental Band fee from \$150 to \$175 for the 2011 - 2012 School Year for 5th and 6th graders. Mr. Doyle, second. The School Committee discussed the increase in fee. 4 in favor. 1 abstain. **The motion passed.**

**MOTION:** Mrs. Andrews made a motion to keep Pre-K tuition at \$2500/\$2750/\$3000. Mr. Doyle seconded. All in favor. **The motion passed.**

**MOTION:** Mrs. Andrews made a motion to increase the lunch price to \$2.50. Mr. Doyle, second. All in favor. **The motion passed.**

**Camp Bournedale**

Exhibit 4

**MOTION:** Mr. Doyle made a motion to approve the 6th Grade Overnight field trip to Camp Bournedale in October 2011. Mrs. Andrews, second. All in favor. **The motion passed.**

**SUPERINTENDENT REPORT**

**FY12 Budget**

Exhibit 5

**MOTION:** Mrs. Andrews made a motion to approve the FY12 Superintendent's Recommended Level Funded Budget of \$9,407,041. Mr. Doyle, second. All in favor. **The motion passed.**

**Recommended Additions/Reductions**

Dr. Jackson asked the School Committee to approve the reductions and add backs to the FY12 Budget. She reviewed the exhibit with FY12 Budget Recommendations.

**MOTION:** Mrs. Andrews made a motion to approve the Superintendent's Recommendations Additions/Reductions to the FY12 Budget. Mr. Doyle, second.

Discussion: Mr. Dooley suggested that the School Committee make a priority add back list. He would like to add Reading Specialists and Math Specialists to that list. Mrs. Andrews would like to have funds for specialists to consult with all teachers. Dr. Jackson will know at the end of August if there are any adjustments that can be made to the budget.

**Discussion Fixed expenses**

COLA increase is for all non-union employees.

**Required Special Education Additions:** The New Special Education program is called BEST (formally called ACES) – Behavioral Educational Support Team. This program is for students with autism/pervasive developmental delays. There will be 6-7 students in this program. The other program for students with social and emotional delays will have 5 or 6 students and has not been named. There was a parent meeting to discuss this program.

**Discussion Recommended Add Backs**

Mr. Doyle would like to have a reserve in the budget for tuition for potential students who may be sent out of district

**Vote:** 4 in favor. 1 abstain. **The motion passes.**

**School Improvement Plans: HOD and FC**

Exhibit 6

Dr. Jackson discussed the School Improvement Plan procedure. The principals were asked to give their SIP (developed with the School Council) to the School Committee for approval. Next year each Principal will each be asked to give a short presentation the School Committee.

**School Committee Goals FY12: Vote**

Exhibit 7

Dr. Jackson gave an overview of the reason for the Goals. She proposes a set of goals for the SC to work towards for the 2011-2012 School Year. Her recommended goals are:

Develop and Implement Professional Development Opportunities for Teachers in an Afterschool Seminar Model; Ensure Adequate Professional Development for Paraprofessionals; Complete Redesign of SPED Program; Oversee Construction and Completion of Freeman-Kennedy School; and Improve Technology Integration System Wide. Throughout the year the agenda for meetings will include updates on the these goals.

**MOTION:** Mr. Olivieri made a motion to approve the FY12 School Committee Goals Mr. Peterson, second. Discussion: Mrs. Andrews would like to add Prioritize and Update School Policies. All in favor. **The motion passed.**

### **Updated 2011-2012 School Calendar**

Exhibit 8

Dr. Jackson discussed the change in the school calendar. The students would start on August 31, 2011. The Professional Development day on October 11, 2011 will be eliminated and added to August 30, 2011. The NTA approved.

**MOTION:** Mrs. Andrews made a motion to approve the updated 2011-2012 School Calendar Mr. Doyle, second. All in favor. **The motion passed.**

### **Summer Workshops**

Exhibit 9

Dr. Jackson shared the summer workshops scheduled for the teachers and paraprofessionals.

**MOTION:** Mrs. Andrews made a motion to approve the Summer Workshops. Mr. Doyle, second. All in favor. **The motion passed.**

### **9/11 Memorial Planning Update**

Dr. Jackson gave an update on the plans for a 10 year Anniversary Memorial Ceremony for 9/11. She is on the committee. Students will be involved in this brief one hour event. The students at FC will be making flags to represent all of the countries in UN and the band will perform. The existing sculpture on Town Hill will be replaced by a bronze sculpture.

### **NTA/MOA**

Ellen Horton, President, NTA was introduced and signed the Memorandum of Agreement for the newly ratified contract.

## **COMMITTEE REPORTS**

### **School Building Committee:**

The steel, cement and cinder blocks are in place. The building is going up on schedule. Mr. Olivieri asked about a serial number on the school sign.

### **Policy Subcommittee**

No report.

### **KP Liaison Report**

At the May 16, 2011 meeting, the King Philip School Committee honored the KP Basketball Coach. He was named MAAA Coach of the Year. Also, Mary Shepardson, Payroll was commended for her years of service. There were also many student awards. Graduation was held on June 4, 2011.

## **NEW BUSINESS**

Dr. Jackson is hoping to offer a Full Day Integrated Pre-K Program for 4 year olds. A survey was conducted to determine the interest level in a 5 day per week 4 year old program. It would have to be self-supporting. This program would run if 12 students enrolled. The tuition is estimated at

\$9,000/year. The survey generated 37 responses with 14 positive responses. Dr. Jackson requested approval from the School Committee to begin the process of enrolling students. She looked into extended day but it is not cost effective. The School Committee approved.

## **DECISION ITEMS**

### **Approve Minutes**

**MOTION:** Mr. Peterson made a motion to approve the minutes from the May 4, 2011 meeting. Thomas, second. All in favor. **The motion passed.**

Mrs. Andrews would like to be on the Budget Subcommittee.

### **Public Comment**

Ellen Horton , NTA President, questioned the School Committee about the potential add backs to the budget considering the next School Committee meeting is on August 23, 2011. Mr. Dooley told her that they would be able to approve before that meeting.

## **EXECUTIVE SESSION**

**MOTION:** Mr. Dooley made a motion to enter executive session to discuss new the Special Education Program; to discuss (R.Verdeaux, P. Kelley, and J.Stokes), not to return to Public Session.

**Roll Call:** John Olivieri, Linda Andrews, Kelly Peterson, Thomas Doyle, Shawn Dooley.

The meeting was adjourned at 10:20 PM.

### **Exhibits:**

1. NPS Donations
2. Superintendent Search Timeline/Search Material
3. School Committee 2011-2012 Meeting Dates
4. Camp Bournedale
5. FY12 Budget and Recommended Additions/Reductions
6. School Improvement Plans: HOD and FC
7. School Committee Goals FY12
8. Updated 2011-2012 School Calendar
9. Summer Workshops