

**Norfolk School Committee
MINUTES
Norfolk Town Hall – Room 124
Tuesday • April 5, 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 7:06 PM and read the Mission Statement.
Present: Thomas Doyle, Linda Andrews, John Olivieri, Ross Gilleland, Shawn Dooley.
Also present: Dr. Claire Jackson.

PUBLIC COMMENT

Ellen Horton, NTA President and 5th Grade Teacher, thanked Ross Gilleland for his dedication on the School Committee over the past 3 years. Also, she commented on the number of teachers cut over the past 5 years. She would like the School Committee to be able to add back the programs that have been cut such as Health and Spanish.

ADMINISTRATIVE/REGULAR ITEMS

Commendations: NCL

Dr. Jackson commended Linda Balfour for writing a grant to NCL for \$4,000 for Smart Boards at H. Olive Day School. Mr. Dooley gave Ross Gilleland a plaque for his dedicated work on the School Committee. Mr. Gilleland has committed to continue working with the school committee on the Policy Subcommittee and other projects.

Correspondence

Exhibit 1

All Committee members reviewed correspondence received.

SCHOOL COMMITTEE CHAIR REPORT

HOD Traffic Pattern

Mr. Dooley would like to study the traffic pattern at the H. Olive Day at drop off and pick up. John Weddleton has planned a full traffic study at no cost to the schools.

Ethics Commission – Disclosure

All Committee members have signed the ethics disclosure.

Groundbreaking Ceremony

The Groundbreaking Ceremony will be on Saturday, April 9 at 1 PM at the Freeman-Centennial School. The Kennedy family will host a reception.

Many members of the community will be participating in this event including: representatives from the Freeman and Kennedy families, Freeman-Centennial School Advanced Band, Norfolk Girls Scouts, and State Senator Richard Ross.

Community Technology Committee

Mr. Dooley would like to put together a Community Technology Committee. This committee will develop a community technology plan for the school. He would like any community members interested in participating on this committee to contact the School Committee.

SUPERINTENDENT REPORT

2011-2012 Teaching and Learning Preview

Dr. Jackson gave a teaching and learning overview for the 2011-2012 school year in the areas of curriculum, technology and instructional data, professional development, and special education.

Policy Readings

Class Size Policy - Discussion

Mr. Dooley asked the school committee for feedback regarding the proposed class size policy. Mrs. Andrews suggested a maximum of 22 students per classroom for the younger grades and a maximum of 25 students per classroom at the higher grades. She suggested that 20 students per classroom is the ideal number. She also recommends that if the class size must go over the proposed maximum but there are not enough students for an additional classroom that the policy recommends guaranteed Aide coverage in the larger classrooms. Mr. Gilleland would like the school committee to be able to change the policy each year based on budget constraints.

KBE, Relations with Parent Organization, 1st Reading

Exhibit 2

Mr. Dooley explained that this policy ties into the KF, Use of Facilities Policy

KF, Use of Facilities – 1st Reading

Exhibit 3

This policy has been revised since the last meeting. The main change relates to clarifying the fee structure based on core hours and non-core hours. This is similar to the King Philip policy. Groups that use the school have been categorized. One addition is the School Partners category.

Private Tutoring For Pay - GCRD, Private Tutoring For Pay

This policy has been revised to allow tutoring in the school building by Norfolk teachers if it is done through Norfolk Recreation and consistent with (KF) Use of Facilities Policy. All other tutoring for pay is prohibited.

Quarterly Report, Todd Hassett /Donna Chisholm

Exhibit 4

Donna Chisholm, Assistant Business Manager presented the FY11 3rd Quarter Report to the Committee.

Bullying Report

Exhibit 5

At Mr. Olivieri's request a bullying report was given to the School Committee. Since October there have been 4 instances of bullying at Freeman-Centennial School and H. Olive Day School. NPS is 100% in compliance with the bullying policy from the state. Dr. Jackson reported that Jaclyn Lemp's leadership was extraordinary on this effort.

Public Hearing: School Choice

VOTE

The School Committee discussed school choice: whether or not to allow students from other districts to attend Norfolk Public Schools. Dr. Jackson recommended that due to reduction in staff and space limitations that the NPS not participate in school choice.

MOTION:

Mrs. Andrews made a motion to accept Dr. Jackson's recommendation not to participate in School Choice. John Olivieri seconded. All in favor. **The motion passed.**

COMMITTEE REPORTS

School Building Committee

Mr. Dooley gave an update on the progress of construction of the Freeman-Kennedy Elementary School. He reported that the underground electrical and plumbing have been installed. Also, the main water service is going to be installed soon.

Policy Subcommittee

Mr. Gilleland thanked the Nutrition Task Force for their work on the Wellness Policy. The subcommittee will look at that policy soon.

KP Liaison

Mrs. Andrews reported on the most recent meeting of the King Philip School Committee. Students recognized at the last meeting were DECA members, awards by the state, 7th grade state geography champs and various athletes. Interviews for High School Principal will begin soon.

NEW BUSINESS

Mr. Dooley would like continue comparing our district to others currently and after cuts. He announced that MASC has a scholarship fund. NPS may nominate a student. He asked any community members who would like to make a nomination to contact the School Committee by April 22nd.

Mrs. Andrews made a recommendation that the Norfolk Public Schools form a partnership with satellite colleges by offering the school to them to rent for local courses.

Mrs. Andrews would like to have a memorial plaque in the new school for fallen veterans. Mr. Olivieri will help with this project.

Mr. Dooley discussed a requirement from the ethics commission. A School Committee member may not vote on budget matters if an immediate family member is an employee. Mrs. Andrews' son was employed as a long-term substitute aide. He chose to resign so she could continue to serve in full capacity on the School Committee. The School Committee members were not aware of this ruling until it was brought to their attention. Mr. Olivieri signed a written public disclosure to the Town Clerk and the School Committee in open session about his daughter-in-law, a Kindergarten Teacher. This will enable him to continue to vote on budget matters.

DECISION ITEMS

Approval of Minutes

MOTION: Thomas Doyle made a motion to approve the minutes from March 1, 2011
John Olivieri seconded. 4 approved. 1 abstained. **The motion passed.**

MOTION: To enter executive session Per MGL Chapter 30, section 21 (A3) for the purpose of discussing strategy with respect to collective bargaining because an open session will have a detrimental effect on the School Committee's bargaining position.
The meeting adjourned at 9:05 PM.

Roll call

Thomas Doyle

Linda Andrews
John Olivieri
Ross Gilleland
Shawn Dooley

Exhibits:

Correspondence
KBE, Relations with Parent Organization
KF, Use of Facilities – 1st Reading
Quarterly Report, Todd Hassett /Donna Chisholm
Bullying Report, 4/5/2011

Exhibit 1
Exhibit 2
Exhibit 3
Exhibit 4
Exhibit 5