

Norfolk Public Schools: NORFOLK, MASSACHUSETTS

70 Boardman Street, Norfolk, Massachusetts 02056 Tel: 508-528-1225 Fax: 508-528-3739

Norfolk School Committee

MINUTES

Freeman-Kennedy School – Media Center

Tuesday • December 12, 2017 • 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

Thomas Doyle called the meeting to order at 7:05 PM.

Roll Call: Jeff Chalmers, Jeff Curry, Paul Cochran, Mark Flaherty and Thomas Doyle

Also Present: Dr. Ingrid Allardi, Superintendent, and Pam Kinahan, Recording Secretary

PUBLIC COMMENT

None.

CORRESPONDENCE

None.

SCHOOL COMMITTEE CHAIR REPORT

None.

SUPERINTENDENT REPORT

MCAS Result Presentation

Mrs. Altham-Hickey, Principal, Freeman-Kennedy School reviewed MCAS Results from the Spring 2017 using a PowerPoint presentation. She explained to the School Committee that the new MCAS test focused on the student's ability to think critically about what they were learning and to apply that knowledge to make clear connections between reading and writing and problem solving skills. The test establishes high expectations for all students to ensure that they are on track for the next grade level. 2017 was a baseline year; therefore test scores could not be compared to prior tests taken. The majority of students took the assessment on the computer and paper based tests were available for students on IEPs or 504s. Students and parents can access practice tests by visiting

<http://mcas.personssupport.com/student>

English Language Arts (Computer Test)

Grade 3 - 60% of students – exceeded or met expectations

Grade 4 - 72% of students – exceeded or met expectations

Grade 5 - 50% of students - exceeded or met expectations

Grade 6 – 74% of students - exceeded or met expectations

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Administrative Offices, Freeman-Kennedy School

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Mathematics (Computer Test)

Grade 3 – 69% of students - exceeded or met expectations

Grade 4 – 81% of students - exceeded or met expectations

Grade 5 – 68% of students - exceeded or met expectations

Grade 5 – 82% of students - exceeded or met expectations

Science and Technology

Grade 5 – 64% - exceeded or met expectations

Quarterly Bullying Report

Dr. Allardi spoke to the School Committee about the increasing number of bullying reports at both the Freeman-Kennedy School and the H. Olive Day Schools. At the H. Olive Day there were 4 discipline issues/reports regarding bullying behavior. Three reports were fully investigated by the building administrators. Two involved bus complaints and one involved a school-based situation. At the conclusion of the investigations, administrators determined that the incidents reflected inappropriate behavior and conflicts between students, but did not meet the criteria to be considered bullying. In all three, appropriate disciplinary actions were taken and steps put in place to prevent future recurrences. The fourth investigation is currently underway. At the Freeman-Kennedy School there were ten discipline issues/reports regarding bullying. These incidents were fully investigated by building administrators in accordance with the district bullying policy and procedures. Nine of the incidents were determined not to meet the criteria for bullying and disciplinary action was taken. The final investigation is still on going and administrators are gathering information and talking with students.

Re-Vote FY 2018 Budget

Dr. Allardi explained that typically at our first meeting in August, once all hiring has been completed, we ask the School Committee to re-vote a final budget that incorporates actual salaries vs. budget estimates. This year we delayed that vote because we had to request an additional appropriation from the Town of Norfolk to offset the cost of unexpected special education expenses and additional staff positions that had to be added after the budget cycle. The Town of Norfolk held a public Town Meeting on December 5, 2017 and voted to appropriate an additional \$67,806 to the Norfolk Public Schools. The revised budget reflects the adjustment made by the town with the final budget figures.

MOTION: Mark Flaherty made a motion to approve the final amended 2018 Budget. Jeff Curry seconded the motion. All in favor and the motion passed unanimously.

Strategic Plan Draft

Dr. Allardi told the School Committee that over the past six months she had been working closely with the Strategic Planning Committee members to evaluate the districts' strengths and areas of need and to develop a new long-range strategic plan. The Committee spent significant amounts of time reviewing many sources of data including outside program audits and reviews, the results of parent/community surveys, focus group data, budget history data, professional development plans, MCAS data and the district baselines and benchmark reports. Based on this data analysis, the Committee completed a S.W.O.T. analysis, identifying district strengths, weaknesses, opportunities and threats. The results of the S.W.O.T were then used to drive the development of four major strategic goals. In June, the Norfolk School Committee voted to approve the new goals.

Once the goals were approved, smaller sub-committee groups worked to identify key strategic initiatives that would support the district in meeting the goals over a three-year period. The S.W.O. T. analysis was also used to inform decisions about strategic priorities and initiatives. Once the initiatives

were identified, the committee worked together to assess the amount of effort, resources and demands each initiative would require of the district. They also evaluated the impact each initiative would have on student achievement and learning. Data from the effort/impact assessment was used to pace the initiatives over the three phases of the plan so that they were achievable and sustainable. The Draft Strategic Plan includes the new vision statement, theory of action, goals and identified strategic initiatives. Once the School Committee reviews and approves the draft plan, the committee will move on to drafting detailed action plans for each strategic initiative. These will identify the specific actions to be taken, who is responsible for each action, what the timeline will be and what the anticipated outcomes are. She will bring the completed action plans back to the School Committee for review and approval in February.

MOTION: Mark Flaherty made a motion to approve the Strategic Action Plan Draft. Jeff Curry seconded the motion. All in favor and the motion passed unanimously.

COMMITTEE REPORTS

King Philip

Jeff Chalmers said that the King Philip School Committee met on December 4th. He told the Norfolk School Committee members that Dr. Zielinski, Superintendent of King Philip Regional Schools, had accepted the position of Superintendent of Oxford Schools. Dr. Allardi asked when this transition would occur. Mr. Chalmers stated that the only information he had at this time was Dr. Zielinski accepted the position and she is in the negotiation stages. He also mentioned that the King Philip has updated their website.

Policy Subcommittee

2nd Reading – Policy BEDB: Agenda Format

No additional changes were made to the policy.

2nd Reading – Policy BEDA: Notification of School Committee Meetings

No additional changes were made to the policy.

Mark Flaherty told the Committee that the Policy Subcommittee is working on several policies. Most are incidental changes and the committee would be recommending waving three required readings on some in order to bring them in compliance with the new state laws.

Budget Subcommittee

Paul Cochran reported the Committee would have their first meeting this evening after the School Committee.

NEW ITEMS

School Partner Renewal – Norfolk Teachers Association

MOTION: Mark Flaherty made a motion to accept the Norfolk Teachers Association's application for School Partner renewal. Seconded by Jeff Chalmers. All in favor and the motion passed unanimously.

School Partner Renewal – NCL

MOTION: Mark Flaherty made a motion to accept the NCL's application for School Partner renewal. Seconded by Jeff Chalmers. All in favor and the motion passed unanimously.

School Committee Minutes – November 21, 2017

MOTION: Mark Flaherty made a motion to approve the November 21, 2017 School Committee Meeting Minutes. Seconded by Jeff Chalmers. All in favor and the motion passed unanimously. Jeff Curry abstained due to absence from this meeting.

Next Scheduled Meeting – Tuesday, January 9, 2018

MOTION: Mark Flaherty made a motion to adjourn this meeting. Seconded by Paul Cochran. All in favor and the motion passed unanimously.

The meeting adjourned at 8:15 PM.

EXECUTIVE SESSION

MOTION: Mark Flaherty made a motion to go into Executive Session to discuss the deployment of security personnel or devices, and not to reconvene in Open Session. Seconded by Paul Cochran. All in favor and the motion passed unanimously.

ROLL CALL FOR EXECUTIVE SESSION

Jeff Chalmers, Jeff Curry, Paul Cochran, Mark Flaherty, Thomas Doyle and Dr. Ingrid Allardi

Respectfully submitted,
Pamela Kinahan
Secretary to the School Committee

List of Documents Pertaining to the December 12, 2017 Meeting:

Donations
Fundraiser Approval – Freeman-Kennedy and H. Olive Day
BICO Quarterly Update
BICO – Amendment to the Collaborative Agreement
Budget Update
Space Study Update
MCAS Test Results – Update
Norfolk Community Credit Union Request
Policy BEDB: Agenda Format
Policy BEDA: Notification of School Committee Meetings
School Committee Minutes – October 10, 2017