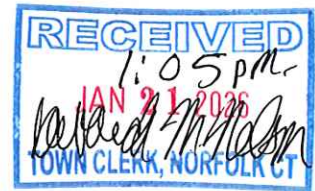


NORFOLK BOARD OF EDUCATION

Regular Meeting-January 13, 2026



MINUTES

BOARD MEMBERS PRESENT: John DeShazo, Virginia Coleman-Prisco, Amy Bennett, Donna Rubin, Walter Godlewski, Jeremy Withnell, Mike Listorti

BOARD MEMBERS ABSENT:

ADMINISTRATION PRESENT: Kevin D. Case, Superintendent, Lauren Valentino, Principal

The meeting was called to order at 5:33 P.M.

Public Comments:

None

Motion by J. Withnell seconded by D. Rubin to approve the minutes of the Regular Meeting of December 9, 2025. **UNANIMOUSLY APPROVED**

Review of 2026-2027 Board of Education Meeting Dates:

After some discussion and changes to the schedule of meeting dates the Board Chair asked for a motion to approve.

Motion by M. Listorti seconded by A. Bennett to approve the 2026-2027 Board of Education Meeting Dates. **UNANIMOUSLY APPROVED.**

Board of Education Committee Assignments:

See attached standing committee assignments

Correspondence:

None

Financial Report: Superintendent Case reviewed the December 2025 Check Authorization/Bills for Review and the December 2025 Monthly Expenditure Report. After some discussion the Board Chair asked for a motion to approve.

Motion by A. Bennett seconded by J. Withnell to approve the December Monthly Expenditure Report. **UNANIMOUSLY APPROVED.**

Superintendent Case reported the following to the Board:

- Minimum Budget Requirement Update: Superintendent Case is continuing to communicate with the state regarding the minimum budget requirement noncompliance issue.
- Elevator Repair Update- parts have been ordered, once they are received repair work will begin.
- State Grant Funding – DRIP Grant (District Repair Improvement Program) Mr. Case reported that there is a possibility that Norfolk could receive up to \$32,000. Still waiting for final approval from the state.
- Superintendent Case reported he is working on a draft 26-27 budget to present to the Board of Education's Finance Sub-Committee on January 27th.

Motion by A. Bennett seconded by J. Withnell to cancel the January 27, 2026 Board Meeting **UNANIMOUSLY APPROVED.**

Principal's Report:

Teaching and Learning

- SRBI CYCLE REVIEW MEETINGS - Teachers met to review the progress of students who receive additional academic or social-emotional instruction. The team determined next steps for students based on the data collected and shared.
- MOY ASSESSMENTS - Students are completing middle of the year (MOY) universal screening assessments in reading and math. Next week we will review each student's power goal in reading and math and determine if any students meet the criteria for additional academic instruction to support their learning.
- PIP- Upper Intermediate students begin PIP (Personal Interest Projects) next week. Botelle is the only elementary school that participates in this enrichment program. Mrs. Dubecky has
-
- partnered with EdAdvance colleagues over the last 4 years and her contributions were featured in a recently published book by Liz Radday titled, Learning They'll Love: Engage Students, Meet Standards, and Spark Creativity with Personal Interest Projects. Thank you, Mrs. Dubecky!
- WEATHER & BOB MAXON - Intermediate students are studying weather and were visited by Bob Maxon on Monday!

Professional Learning

- RESTORATIVE PRACTICES - On 12/12 staff completed Restorative Practices training with educators from Barkhamsted, Colebrook and Hartland.
- DATA ANALYSIS & ACTION - On 1/16, teachers will analyze MOY universal screening data and determine each student's reading and math power goal.
- READCONN - Educators are completing Module 1 *The Science of Reading* and we will start Module 2 *Oral Language & Phonology* in February.

Community Connections

- Ms. Bazelmans started an after-school Art Club for students.
- The PTO sponsored the annual Holiday Fair, thanks to the generous donations from families and the community.
- Northwestern Middle School's Choir and Band performed for students in grades 3-6 in an effort to promote their programs and recruit students.
- Play rehearsals start January 26. Four Colebrook students are auditioning this year.

Enrollment-

Botelle Elementary School, Enrollment Summary		
Grade	Teacher	1/1/2026
Early Primary	Holly Alexson	10
Primary	Debbie Tallon	17
Intermediate	Nicole Partyka	17
Upper Intermediate	Sarah Ward	11
	Total	55

Chair Report: Board Chair John DeShazo thanked the Board Members for their patience and commitment.

Standing Committee Reports:

Curriculum & Technology:

Technology & Library, STEAM

- Northwestern students read to Botelle students on Halloween
- Upper Intermediate learned about Space; collaborated on the research process; used the Engineering and Design cycle to create a model; taught to Intermediate students
- PK-2 students learning how to use the library and MakerSpace; integrating inquiry-based Apps into the curriculum
- Intermediate students are creating covers for their Magic Tree House books; using AI with Canva to create digital pictures
- Digital Citizenship Week- lessons for all students
 - online safety; media balance; thinking critically

Math

- K-8 Curriculum Council with R7 feeder schools is focusing on math; grade level meetings; instructional rounds at Northwestern
- Creating feedback tools so students and families understand skills that have been mastered; teachers plan small group instruction

Literacy

- Unit 1 is complete and Unit 2- Informational Reading and Writing has begun; Topics are
 - Kindergarten - Zoology
 - Primary - Bugs
 - Intermediate - Weather
 - Upper Intermediate – Ecosystems

Technology & Library, STEAM

- Hour of AI replaced Hour of Code. Kids learned what AI can do and not do. They created music and videos based on AI prompts.
- Digital Citizenship - Lessons with UI about citing sources for research project.
- PIP starts next week for UI.
- Intermediate students are creating weather phenomenon inspired diorama in MakerSpace, use 3D printer for 1 component
- All students have used VR Goggles- (virtual reality where students are immersed in the world)

Literacy

Informational Reading & Writing Unit

- K-2 complete; 3-6 students finishing up
- Integrating technology into research projects
- Citing sources G1-6

Next Unit- Genre Study Topics with Fiction and Nonfiction texts

- Primary: Animal Stories
- Intermediate: Fairy Tales & World Cultures
- Upper Intermediate: Adventure & Survival

Students learn the common characteristics of the genre; write narratives and essays based on the genre & texts. Adding lessons to the units in grades 3-6 to support deeper learning of writing conventions.

Math

All teachers from the feeder schools are scheduled to meet with their grade level math partners next week. We will bring agreed upon student work and collaborate in scoring and sharing resources used to assess student learning of the standards.

Teachers met to discuss intervention data from cycle 1, check progress of goals, and make next steps for tiered intervention in cycle 2.

We are currently assessing all students with MAP and Acadience to have mid-year benchmark data. We will analyze this data and set power goals for all students in tier 1. We will also use this data to identify if there are any students who have unexpected outcomes. We will dig deeper and determine next steps.

We continue to meet in grade level impact meetings. At our next meetings we will share tier 1 goals, collaborate on resources if needed, and share student work.

SEL

K-6 students will learn how the Meta-Moment and Best Self tools can help them Achieve their Goals.

Affiliation Reports:

PTO: Play rehearsals for Moana happening this week.

Looking into more fundraising opportunities.

Approve the 2026-2027 School Calendar:

Motion by J. Withnell seconded by M. Listorti to approve the 2026-2027 School Year Calendar UNANIMOUSLY APPROVED.

Approval of Policies:

- 1312.3 - Library Material Review and Reconsideration Policy
- 1312.4 - Library Collection Development and Maintenance Policy
- 1312.5 - Library Display and Program Policy

Motion by J. Withnell seconded by W. Godlewski to approve policies 1312.3, 1312.4, and 1312.5
UNANIMOUSLY APPROVED.

New Business:

Superintendent Case asked Board Members if they had any new business to discuss.

Amy Bennett suggested that the policy committee considered a policy on the use of Artificial Intelligence

Mike Listorti asked how many Botelle students have Individualized Educational Plan. Mr. Case will provide the info to the Board.

John DeShazo and Donna Rubin agreed to participate on the Misson/Vison Committee

Motion by V. Coleman-Prisco seconded by J. Withnell to adjourn the meeting@ 6:42
UNANIMOUSLY APPROVED.

Meeting adjourned@ 6:42 p.m.

Respectfully submitted,

Kathy Lippincott

Kathy Lippincott,
Recording Secretary

THESE ARE NOT APPROVED MINUTES SUBJECT TO APPROVAL OR DISAPPROVAL AT THE NEXT MEETING.

The following standing committee assignments are given for the coming two years. Members are asked to be diligent in your assignment and to keep the full Board apprised of any issues you may need to have resolved.

STANDING COMMITTEES

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| I. Personnel & Negotiations
Meets as needed | Chair – Donna Rubin
Walter Godlewski
Mike Listorti |
| II. Curriculum & Technology
Bi-monthly 2nd Tuesday @ 3:30 pm
Jan. 13, Mar. 10, May 12 | Chair – Amy Bennett
Virginia Coleman-Prisco
Jeremy Withnell |
| III. Finance
January 27 @ 5:30 pm | Chair - John DeShazo
Amy Bennett
Walter Godlewski
Mike Listorti |
| IV. Policy
Monthly @ 5:30 pm
Feb. 24, Mar. 31, Apr. 28, May 26, June 9 | Chair – Walter Godlewski
John DeShazo
Jeremy Withnell |
| V Health & Wellness
Bi-monthly 1 st Wednesday @ 9:00 am
Feb. 4, Apr. 1, June 3 | Chair – Virginia Coleman-Prisco
Donna Rubin |
| VI School Safety & Security
Bi-monthly 2nd Tuesday @ 4:00 pm
Feb. 10, Apr.7, June 9 | John DeShazo
Mike Listorti |

AFFILIATIONS/LIAISON REPORTING

- | | |
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| I. PTO
1 st Monday monthly @ 6:00 pm | Amy Bennett |
| II Shared Services
3 rd Monday monthly @ 5:00 pm - Virtual
Feb. 23, Mar. 16, Apr. 20, May 18, June 15 | Jeremy Withnell |
| III EdAdvance – 1 st Thursday monthly @ 4:00 pm– Virtual
Feb.5, Mar5, April 2, May 7(In-Person) June 4 | Amy Bennett |
| IV Board of Finance
2 nd Tuesday monthly @ 7:30 pm
Feb. 10, Mar. 10, Apr. 14, May 12, June 9 | John DeShazo |
| V Economic Development Committee
2 nd Thursday @ 5:00 pm – Virtual
Feb. 12, Mar. 12, Apr. 9, May 14, June 11 | Kevin D. Case |